



DRC INSIGHT™

Technology Implementation Steps

November 2023

- Service, Testing and Application Overview
- System and Network Requirements
- Technology Set Up:
 - Activity 1: Install a New COS Service Device
 - Activity 2: Installing DRC INSIGHT Secure Applications
 - Activity 3: Managing COS Configurations
- Testing Device Preparation Recommendations
- Support and Troubleshooting Resources

Site Service and Testing Devices

COS Service Device



Central Office Services (COS)
Service Device for local content
hosting

Testing Devices



DRC INSIGHT Secure Application is installed on
testing devices to ensure a secure testing
experience

- User-friendly installation wizards
- No reliance or dependencies on third-party software
- No conflicts with other software running on devices
- Software automatically updates

DRC INSIGHT Secure Applications Overview

- Installed on testing devices to help provide a secure testing experience

Windows, macOS, and Linux Installer

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



iPadOS, Chrome OS device, and Windows 10 in S mode Installer

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

- For iPads, the installer is only available in the App Store directly to the device or downloaded and deployed using a Mobile Device Manager (MDM) solution
- For Chrome OS, the installer is only available via a URL link to the Google Play store and deployed using the Google Admin console
- Windows 10 in S mode installer is only available in the Microsoft Store directly to the device

DRC INSIGHT System and Network Requirements



Accessing DRC System Requirements

- Site POC needs to add district IT as a User in the LAS Links >DRC INSIGHT portal
- DRC INSIGHT Portal access: <https://ll.drcedirect.com>

The screenshot shows the DRC INSIGHT portal interface. At the top, there's a navigation bar with the DRC INSIGHT logo, a dropdown menu for 'GENERAL INFORMATION', and a user profile icon labeled 'JF'. Below this is a secondary navigation bar with tabs: 'General Information', 'Announcements', 'Documents', 'Downloads' (which is active), and 'Test Tutorials'. The main content area is titled 'Test Setup General Information' and has a sub-tab 'Downloads'. Under 'Downloads', there's a link for '+ Instructions'. Below that, the section 'Software Downloads' contains a table titled 'Testing Software Downloads'.

Title	Platform	Operating Systems	Version	Action
DRC INSIGHT iPad	iPadOS/iOS	iPadOS 13.1, iPadOS 13.0, iOS 12.4, iOS 12.3, iOS 12.2, iOS 12.1, iOS 12.0	10.3.0	
The DRC INSIGHT iPad app is now available from the Apple App Store. Search for DRC INSIGHT.				
Capacity Estimator	Excel	Microsoft Excel Excel 2007 and later	4.0.2	

Below the table, there's a note: 'Use the installer above to download the Capacity Estimator. This tool estimates testing response times by using the number of students testing, as well as network capacity and utilization.'

At the bottom of the 'Downloads' section, there are two buttons: 'View System Requirements' (which is highlighted with a red box) and 'Monitor Setting Verification'.

See DRC INSIGHT Portal for up-to-date Documents -- My Applications → General Information → Downloads

System Requirements

DRC INSIGHT Device Hardware Requirements

Testing Devices

Hardware Requirements

These hardware requirements apply to all device types and operating systems unless noted.

- **Processor**
 - iPad – N/A
 - Minimum – CPU benchmark rating of 600*
 - Recommended – CPU benchmark rating of 3000* or higher
- **Available Memory**
 - Minimum – 2 GB RAM
 - Recommended – 4 GB RAM or higher
- **Available Disk Space**
 - Minimum/Recommended – 1 GB
- **Screen Size** – Required – 9.5" or larger
- **Actual Screen Resolution** – 1024 x 768 or better
- **Scale/Display Size** – 100%
- **Network Connection** – Wired or wireless network connection – 3 Mbps or better
- **Internet** – Required
- **Power Supply**
 - Minimum – Battery powered devices, a fully charged battery with a two-hour life
 - Recommended – Device plugged into a power supply

COS Service Device

Hardware Requirements

These base hardware requirements apply to all device types and operating systems.

- **Processor**
 - CPU benchmark rating of 3000 or higher*
- **Available Memory**
 - 4 GB RAM or higher
- **Available Disk Space**
 - Minimum – 10 GB
 - Recommended – 20 GB or more
- **Network**
 - Connected to the network through a wired connection

*A processor's CPU benchmark rating is based on a common set of factors used by PassMark Software to assess relative processor performance. Processors with the same CPU benchmark rating will perform at relatively the same level.

- Use the link www.cpubenchmark.net/cpu_list.php for a searchable list of processors with their benchmark ratings and other information.
- To determine processor capability on a macOS device, Open a Terminal Window and run the following command:
`sysctl machdep.cpu.brand_string`

- Detailed system requirements for DRC INSIGHT Online Testing
- Updated System Requirements posted to the DRC INSIGHT Portal June 30
- Updated three times during the year
 - June – Upcoming year's specifications
 - October – Operating System updates
 - February – Operating System updates

System Requirements

DRC INSIGHT Operating System Requirements

Testing Devices

- Testing Device are supported on the following operating systems:
 - ChromeOS
 - 64-bit Windows
 - 64-bit macOS
 - iPadOS
 - 64-bit Linux

COS Service Device

- COS Service Device software is supported on the following operating systems:
 - 64-bit Windows
 - 64-bit macOS
 - 64-bit Linux

- COS Service Device software **cannot** be installed on an iPadOS or Chrome OS device.

Note: iPadOS and Chrome OS testing devices that have the DRC INSIGHT Secure App installed on them can be associated with any COS Service Device, regardless of its operating system. For example, an iPad or Chrome OS testing device can connect to a Windows, macOS, or Linux COS Service Device.

- DRC INSIGHT Secure Applications are supported on Windows, macOS, Linux, iPadOS, and Chrome OS Operating System devices
- COS Service Devices are supported on Windows, macOS, and Linux devices

- **Note:** Any testing device operating system type can connect to any COS Service Device operating system type; the two operating system types do not need to match

Operating System Version Support

DRC INSIGHT Operating System Requirements

Supported Operating System Versions

See [DRC's Operating System Support Policy](#) for information on DRC support by phase.

Phase 1 Best Effort Support

- Currently no operating systems

Phase 2: Fully Supported

Unless otherwise stated, the most current version of the operating system is included in under full support.

Windows (1)(2)

- Windows 8.1
- Windows 10 (3)(4)
 - Versions 20H2, 21H1, and 21H2
- Windows 10 in S mode
- Windows 11 (3)(4)
- Windows Server 2012 R2
- Windows Server 2016
- Windows Server 2019
- Windows Server 2022

iPadOS (5)

- iPadOS 14.x
- iPadOS 15.x

Chrome OS

- Chrome OS current stable channel (6)(7)(8)

macOS (9)

- macOS 10.15
- macOS 11.x
- macOS 12.x

Linux (9)

- Ubuntu 18.04 LTS version with Gnome Shell
- Ubuntu 20.04 LTS version with Gnome Shell
- Ubuntu 22.04 LTS version with Gnome Shell

Phase 3: Best Effort Support

- Currently no operating systems

Note: DRC recommends using operating system levels that are Fully Supported. 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.

Phase 4: End of Support

- Currently no operating systems

Operating System Notes

- (1) DRC does not offer support for Windows versions under Microsoft's Long-Term Servicing Channel (LTSC).
- (2) DRC does not support high contrast mode for Windows Devices.
- (3) DRC fully supports the most recent version of Windows 10 and Windows 11 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 and Windows 11 available for the Semi-Annual Channel servicing options that Microsoft maintains support for with servicing updates. For details, see the Windows 10 and Windows 11 version support website and support.microsoft.com/en-us/help/13853/windows-lifecycle-fact-sheet.
- (4) DRC currently supports the Home, Pro, Enterprise, and Education editions of Windows 10 and Windows 11.
- (5) See iPadOS Support section below.
- (6) See Chrome OS Support section below.
- (7) DRC offers Best Effort Support for unmanaged Chrome OS devices (the DRC INSIGHT Secure App for Chrome OS was manually installed) that meet the system device and supported operating system requirements.
- (8) DRC offers Best Effort Support for version 102 to the current stable channel level.
- (9) macOS and Linux server software are not supported.

iPadOS Support

The iPadOS release strategy provides both major and minor release versions.

- Major release versions are indicated by the number to the left of the decimal point. For example, release 14.x and release 15.x are major release versions.
- Minor release versions are indicated by the number to the right of the decimal point. For example, release 15.1 and release 15.2 are minor release versions of major release version 15.

DRC offers the following levels of support:

- Full Support** for the most recent major release version of iPadOS within 90 days of public availability of the new version. During the 90 days of testing/verification, DRC provides Best Effort Support of the new major release version.
- Best Effort Support** for minor release versions of iPadOS as soon as they are made available to the public and will fully support these versions as soon as DRC completes testing/verification. DRC will attempt to fully support minor release versions within 30 days of their release.

Note: DRC offers Best Effort Support for any previous versions of iPadOS for which Apple maintains support.

Chrome OS Support

DRC offers the following levels of support:

- Full Support** for the current stable channel level.
- Best Effort Support** for stable channel levels between level 102 and the current stable channel level.
Note: DRC offers Best Effort Support for unmanaged Chrome OS devices (the DRC INSIGHT Secure App for Chrome OS was manually installed) that meet the system device and supported operating system requirements.
- End of Support** (no support) for stable channel levels before 102.

Check DRC INSIGHT Portal for Most Current Information

DRC INSIGHT™ Technology Setup

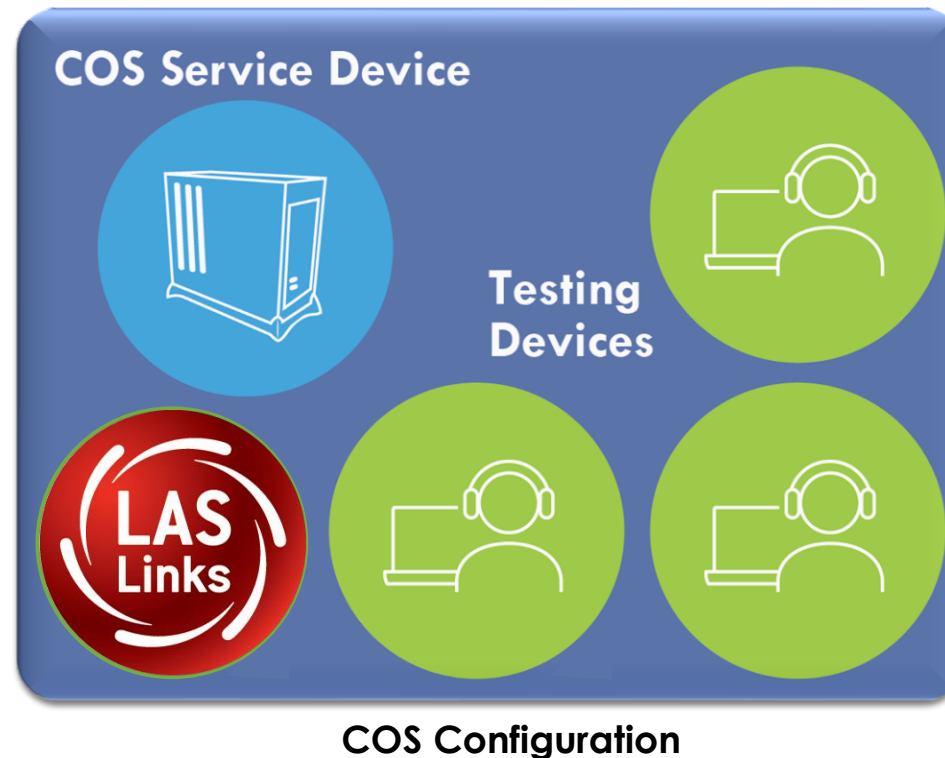


Central Office Services (COS) Application

- Use COS to create, monitor and maintain COS Configurations
- COS Configurations establish for **testing devices** the association of available **testing programs** and **where testing devices get test content**

COS Service Devices **provide** local content hosting services to the COS Configuration

If COS Service Device is not included or is unavailable for more than 4 hours, content comes from DRC



Devices with a DRC INSIGHT Secure Application are **registered** to the COS Configuration

Why Use a COS Service Device?

- Provides additional test security
 - Requires testing device to have the same network connection during the assessment
- Hosts testing content closer to the student
- Reduces wide-area network and/or Internet bandwidth
- Offers more consistent experience across sites
 - Especially for assessments with audio, images and video
- Addresses equity concerns around delivering equivalent student experiences

DRC INSIGHT Technology Setup

Activity 1: Installing a New COS Service Device

Activity 2: Installing DRC INSIGHT Secure Applications

Activity 3: Managing COS Configurations

Activity 1

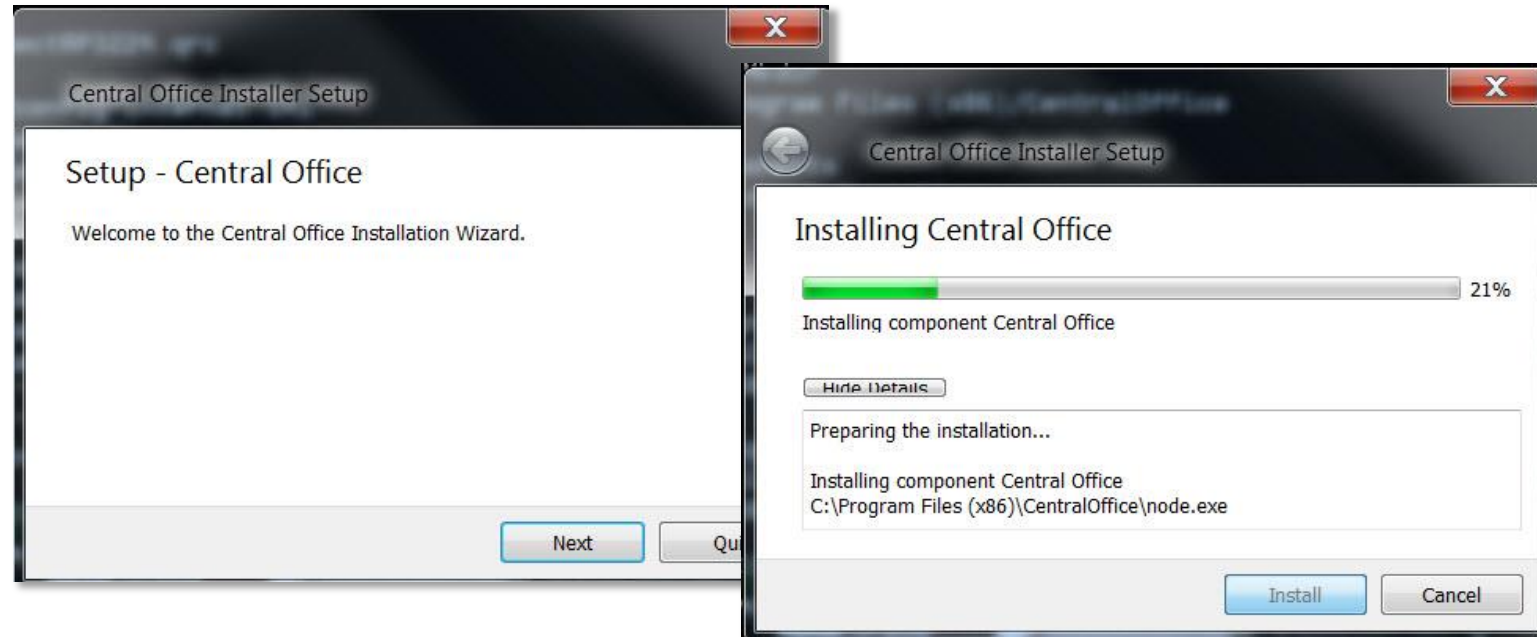
Install a New COS Service Device



- Content Hosting service
- Installers are on DRC INSIGHT Portal Downloads page
- Auto-updates to new version
- Pool of COS Service Device delivers basic load balancing

Installing a New COS Service Device

Activity 1

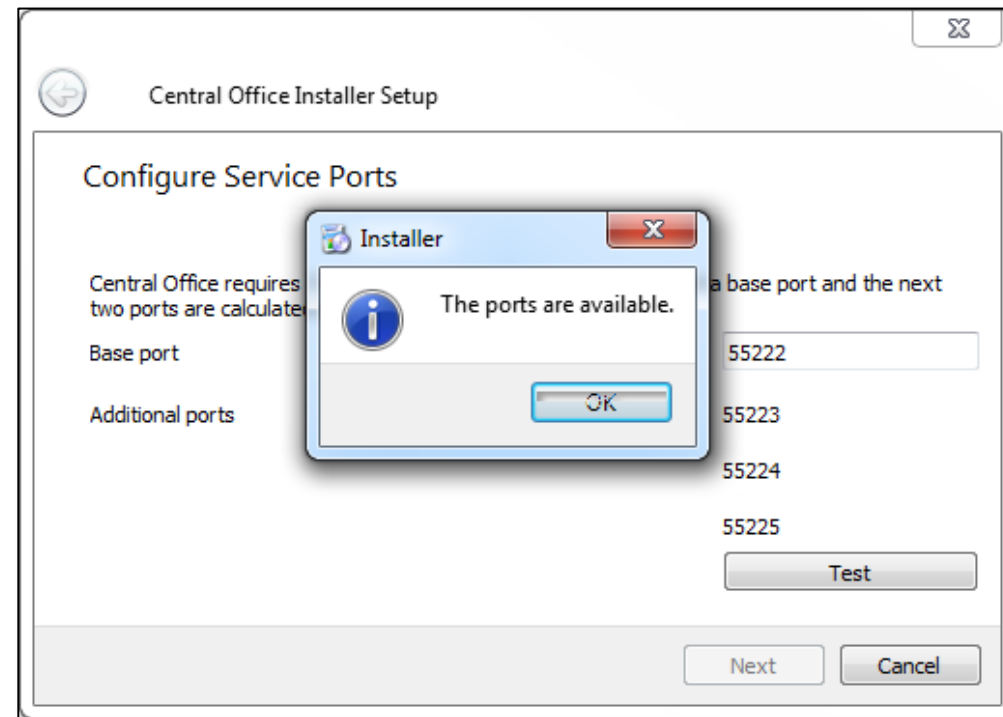


- Prepare a host machine with a supported operating system
- Download and launch the installer to begin the wizard install process
- When prompted, it is recommended to use the default locations

Installing a New COS Service Device

Activity 1

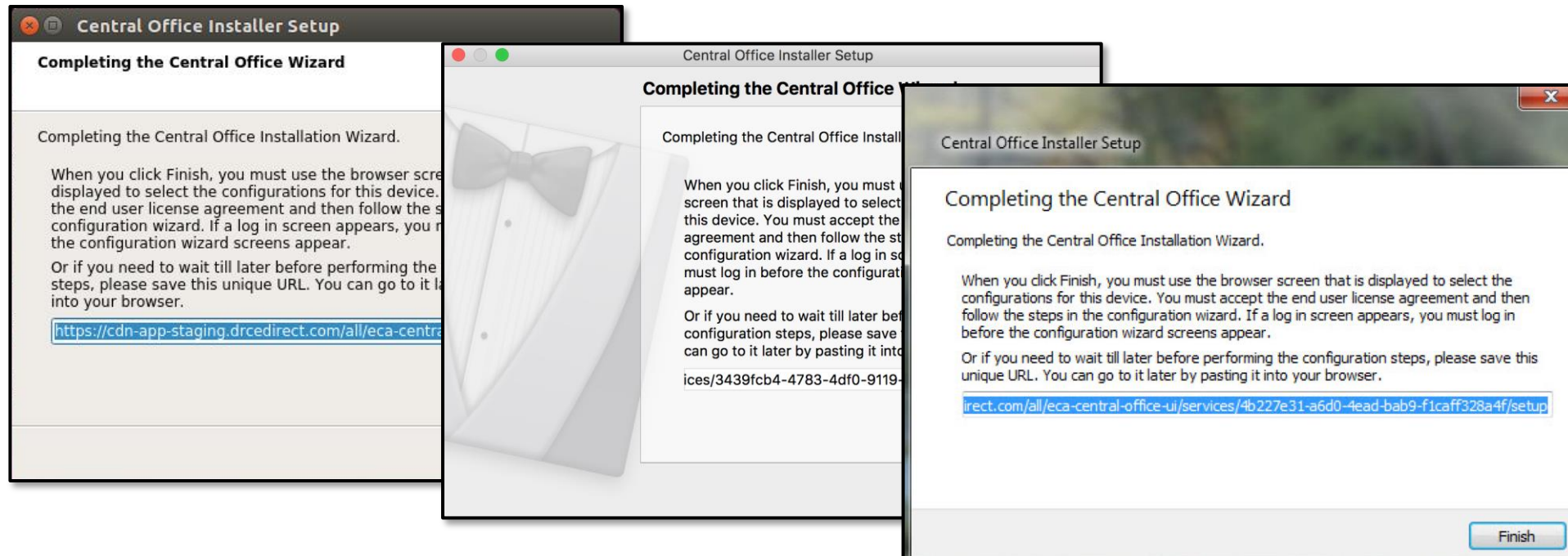
- Configure Service Ports
 - Specify the base port (usually the default value of 55222 will work)
 - After entering the base port, the install automatically selects consecutively numbered ports
- Test Service Ports
 - Click “Test” to verify port availability
 - Click “OK” and “Next” (or “Cancel” to exit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



Installing a New COS Service Device

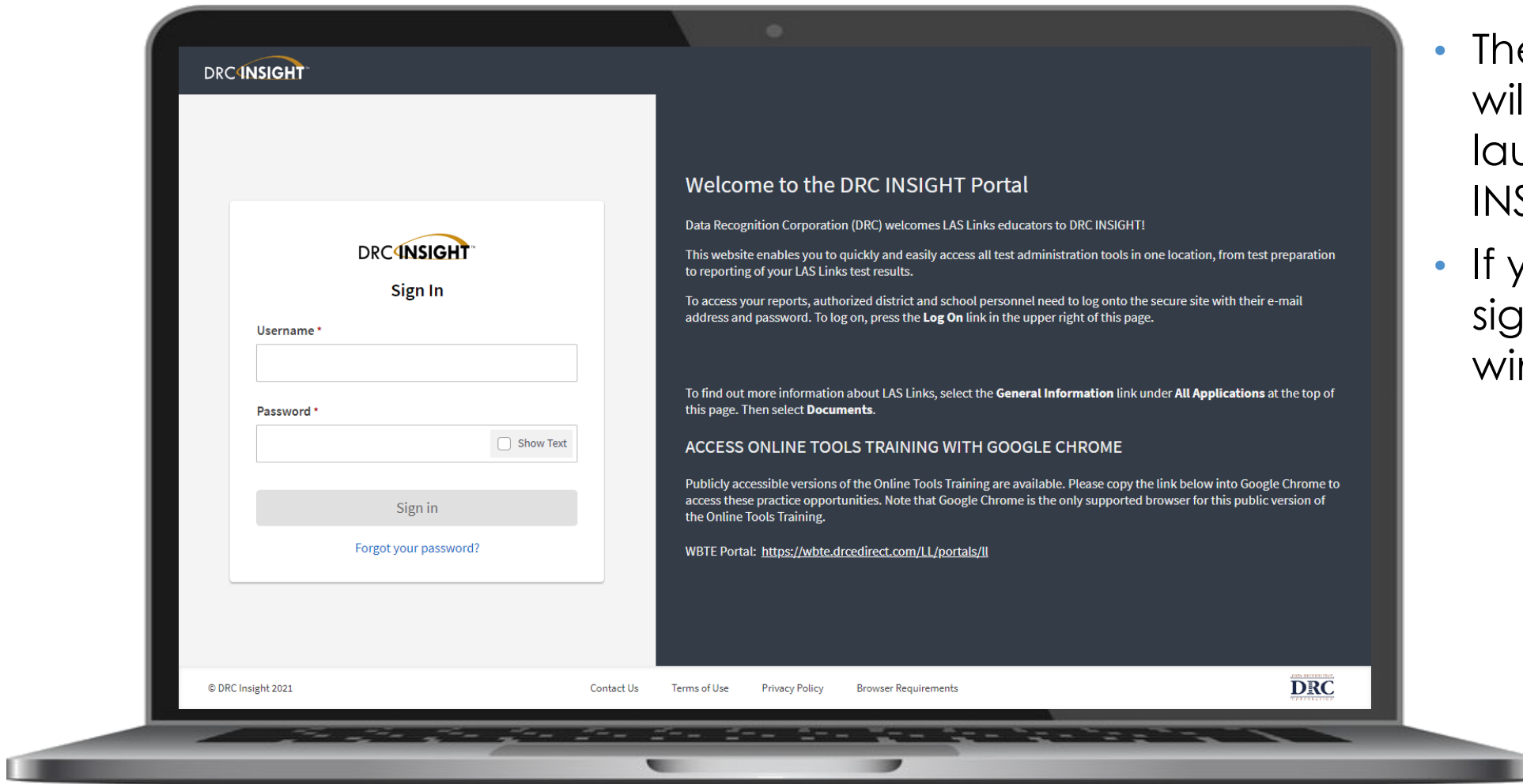
Activity 1

- The “Completing the Central Office Wizard” window appears
 - Save the URL that displays in this window.
 - The URL can be used to resume the process, if necessary, without re-installing the COS Service Device



Installing a New COS Service Device

Activity 1



- The installation wizard will automatically launch the DRC INSIGHT Portal
- If you are not already signed in, login window displays

Installing a New COS Service Device

Activity 1

Device: 16813120-d5bf-4d05-b20c-2a00e2839baa

Configure Central Office Service

Step 1

Service Device Name

Service Device Configuration

Use Existing Configuration? ☐

Step 2

Configuration Name*

Testing Devices Configuration

Enable Auto Updates for testing devices ☐

Use Proxy Host ☐

Step 3

Testing Programs (0)

Testing Program: Select Testing P... Site: Select a Site ... Remove

Location

Step 4

Content Management

Enable Content Management ☐

<input type="checkbox"/>	Admin	TTS/HVA	VSL
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Step 5

Content Hosting

Enable Content Hosting ☐

Content Hosting is currently not available. Turn on Content Management to allow activation.

Complete

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The configuration wizard defaults to the 5-step process for creating a new COS Configuration.

Check the “Use Existing Configuration” checkbox

Installing a New COS Service Device

Activity 1

DRC INSIGHT SHOWCASE MY APPLICATIONS ? AE

Device: 16813120-d5bf-4d05-b20c-2a00e2839baa

Configure Central Office Service

Step 1

Service Device Name **1**

Service Device Configuration
Use Existing Configuration? ☒ Yes

Step 2

Link Device to Existing Configuration

2 Testing Program: Select Testing P... **3** Site: Select a Site ...

Searching In:

Search... **4**

Selected Configuration:

Name:

Org Unit Id:

5 Complete

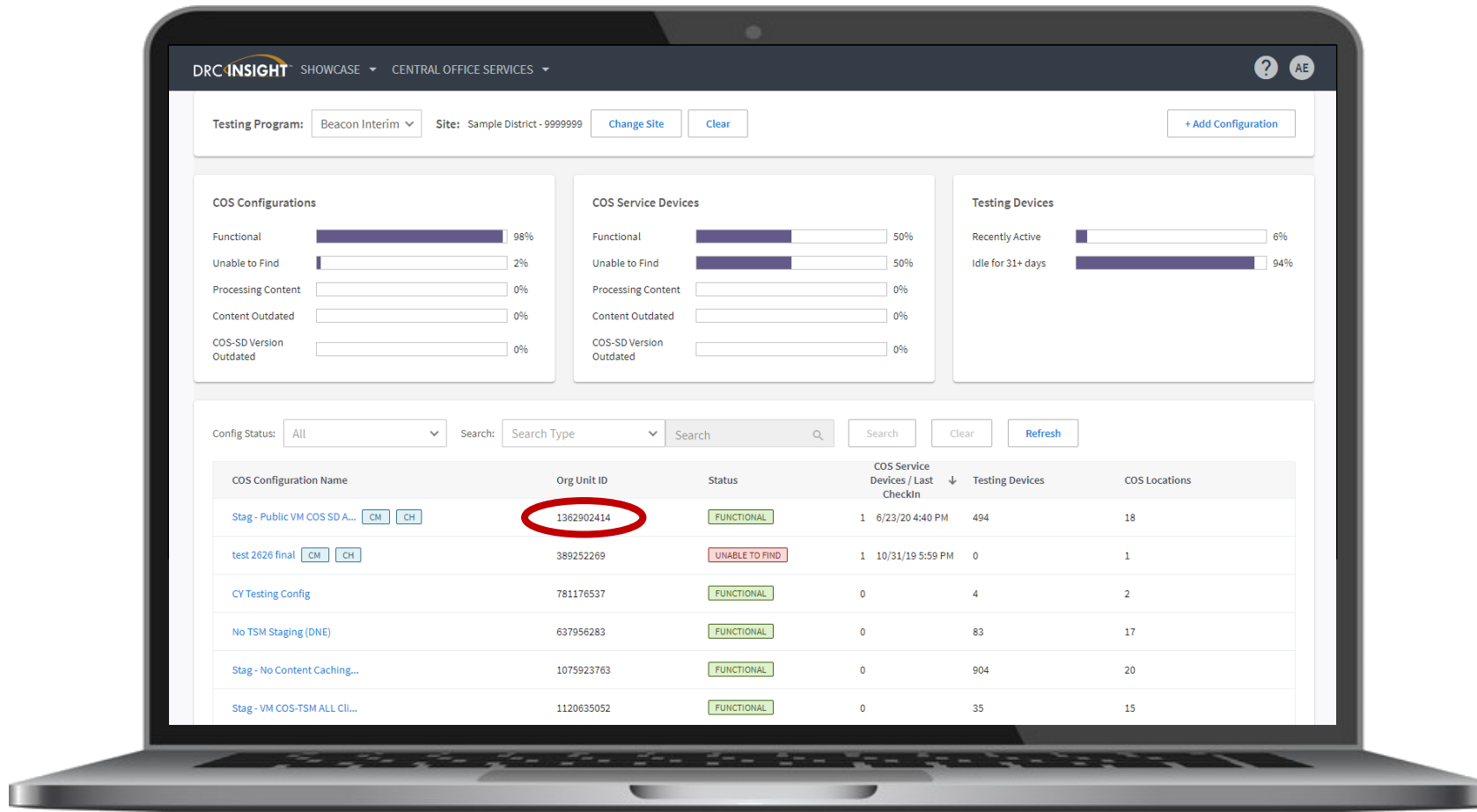
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Step 1: Naming the new COS Service Device

1. Give the new COS Service Device a name (3-50 characters)

Step 2: Find the existing COS Configuration to which we want to associate the new COS-SD

2. Select the Testing Program
3. Search for the Site (School or District)
4. Search for the existing COS Configuration
5. Verify the name and Org Unit ID and then click "Complete" to complete the configuration wizard



Central Office Services Dashboard

A new COS Configuration will appear on the COS Dashboard after about 3-5 minutes

Note the COS Org Unit ID

This will be used for manual installs of the DRC INSIGHT Secure Applications

Activity 2

Installing DRC INSIGHT Secure Applications

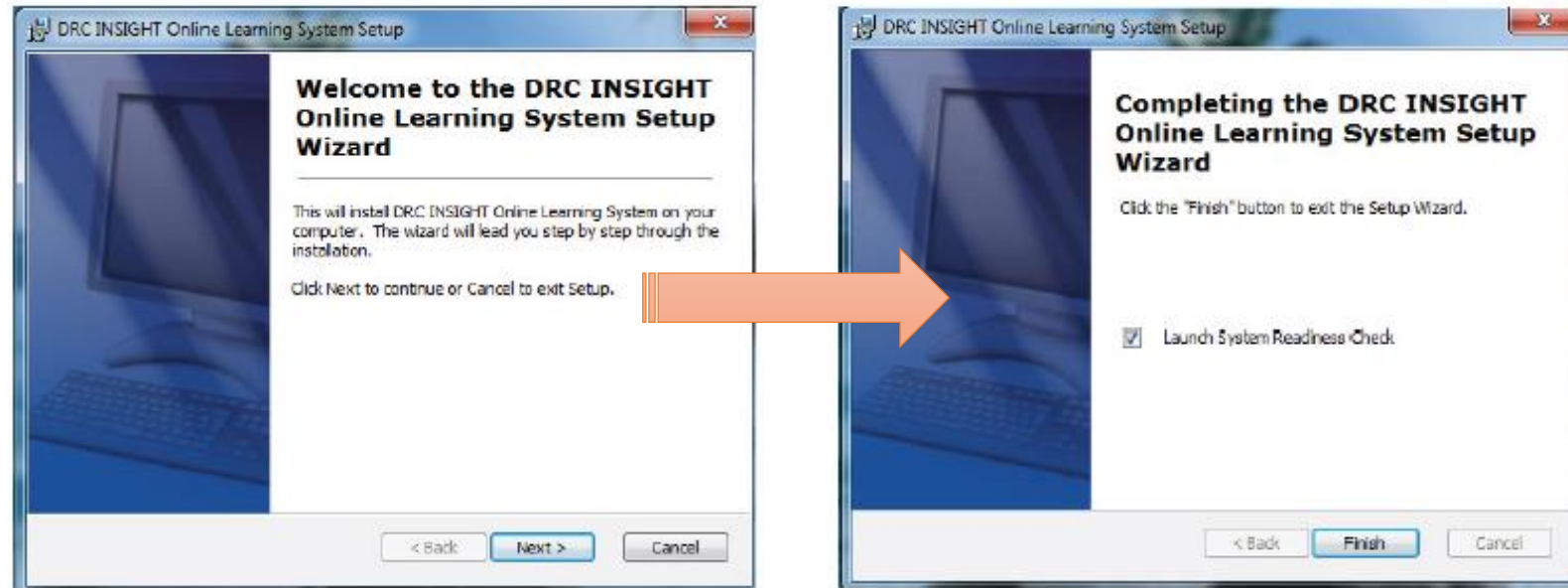


Installing DRC INSIGHT Secure Applications

Activity 2

DRC INSIGHT Secure Applications are installed on each testing device

This software can be manually installed on each testing device or using mass distribution solutions to install on a group of testing device



DRC INSIGHT System Readiness Check

Activity 2

System Information

Client Version	Configuration Source	Installation Directory	
14.0.0	Device Toolkit	C:\Program Files (x86)\DRC INSIGHT Online Assessments	
Machine Name	User Name	Operating System Level	OS Version
DRC28237	LVethe	Microsoft (build 18362), 64-bit	10.0
Testing Device ID	Service Device ID	Content Hosting	HTTPS Proxy
CAB2F0BC-BA62-48F6-B3E7-C0BF45A1352B	E4404BBF-B243-43F9-9406-7B82A5D9D463	Yes	
COS Configuration Name	COS Org Unit ID	Location	
Luke	2089187281	Drc Use Only - Sample District N/A	

Required Test List

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

Load ResultsExecute TestsTest AudioExit

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- Verifies that each testing device meets the minimum system requirements for testing
- Ensures testing device is operating properly prior to testing
- Limits delays on the day of testing

Installing DRC INSIGHT Secure Applications

Activity 2



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

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

- 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.

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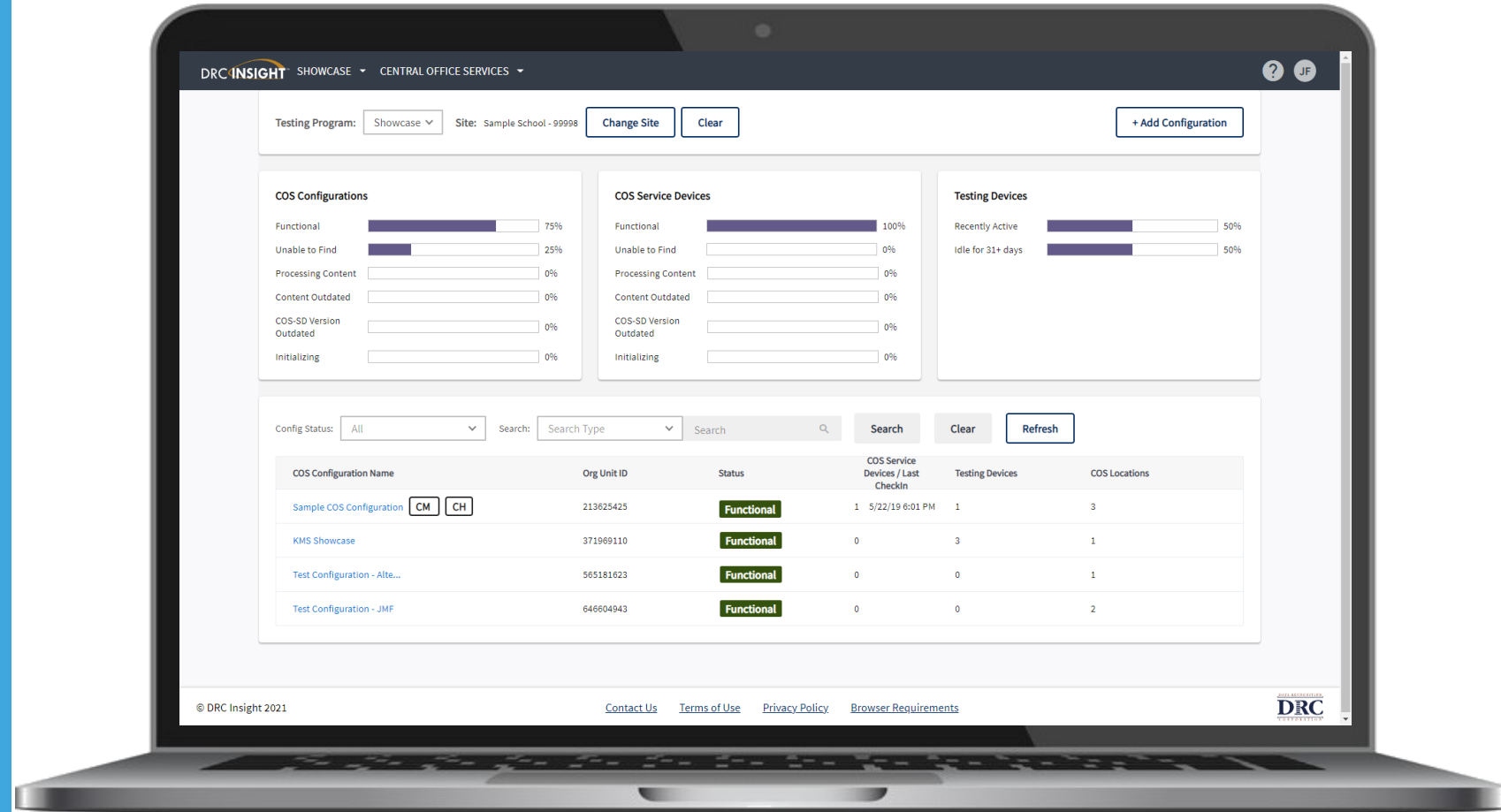
Add

Register

Cancel

Activity 3

Managing COS Configurations

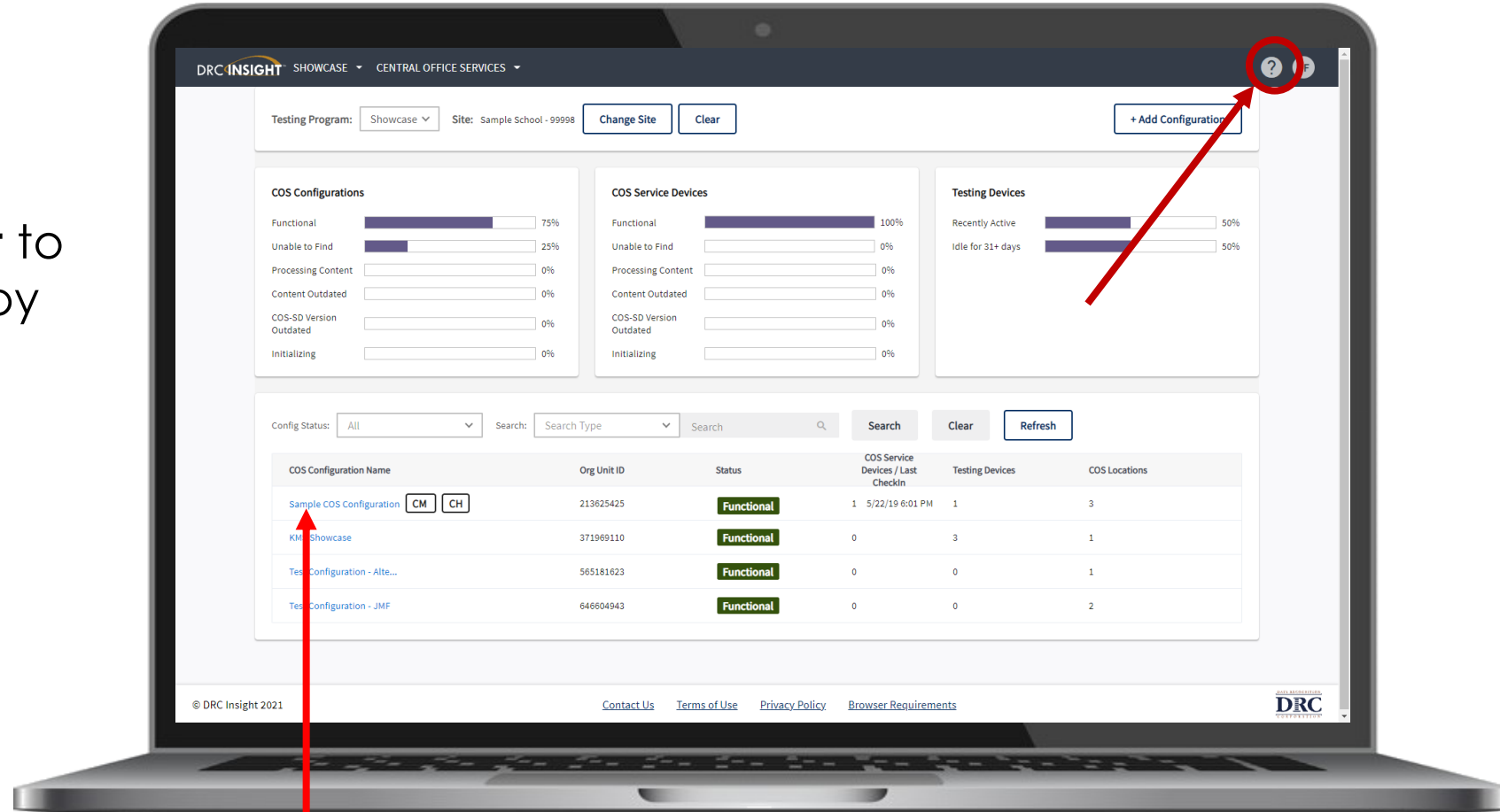


Managing COS Configurations

Activity 3

COS Configurations are managed from the COS Dashboard

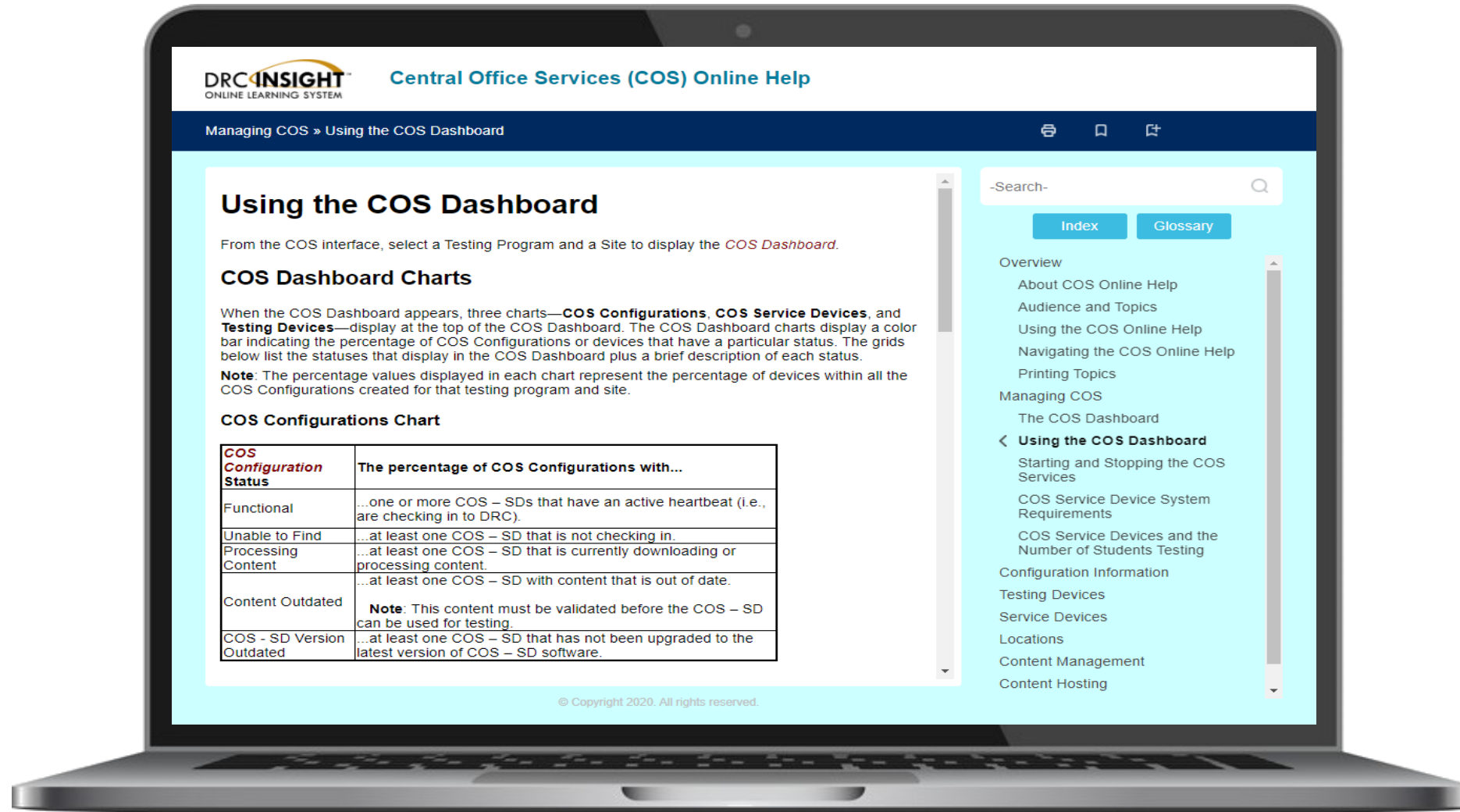
- Use **Content Management** to manage content hosted by the COS Configurations
- Manage Devices in COS Configurations



Select COS Configuration name

Central Office Service Embedded Online Help

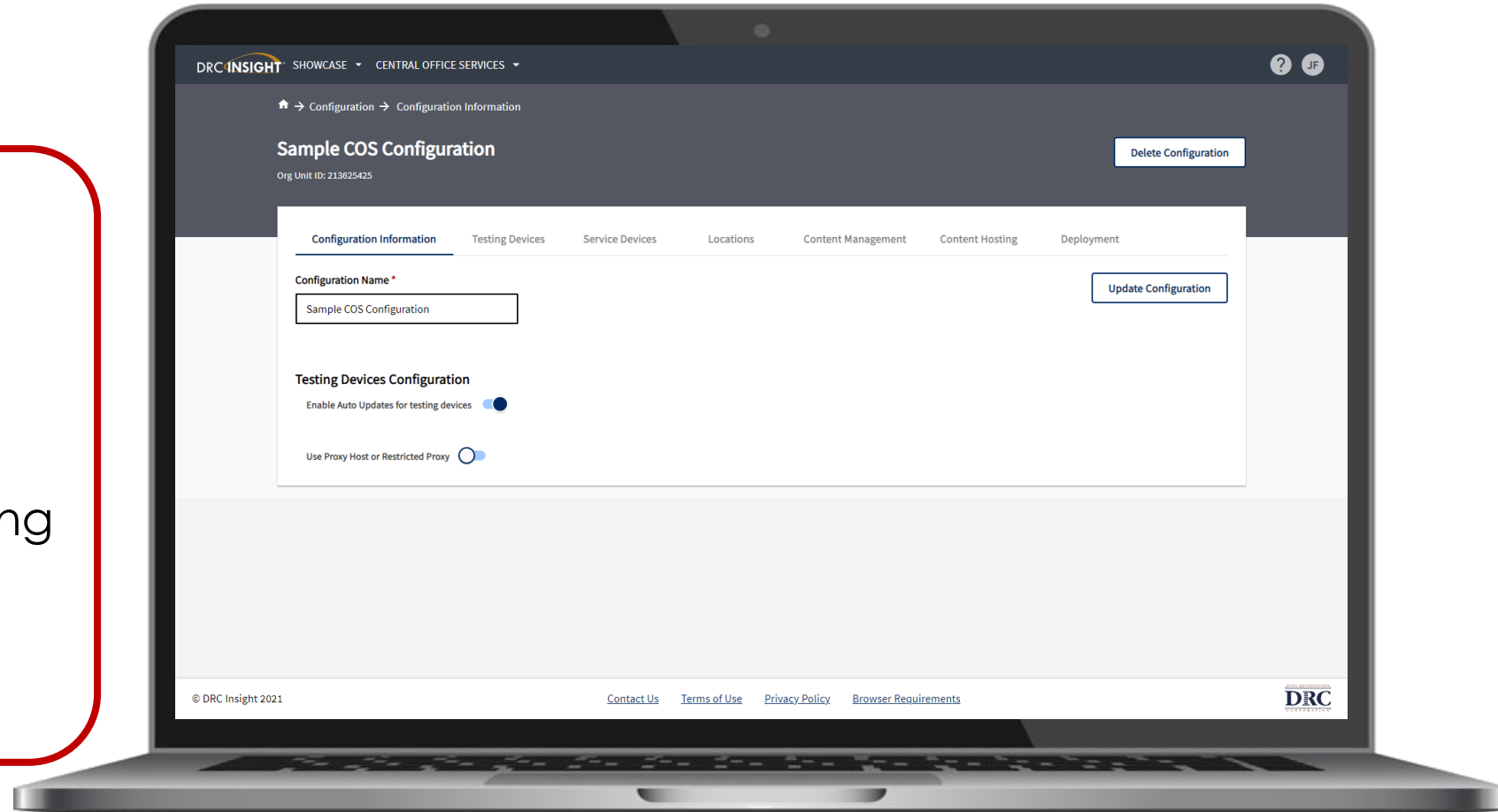
Activity 3



Configuration Information

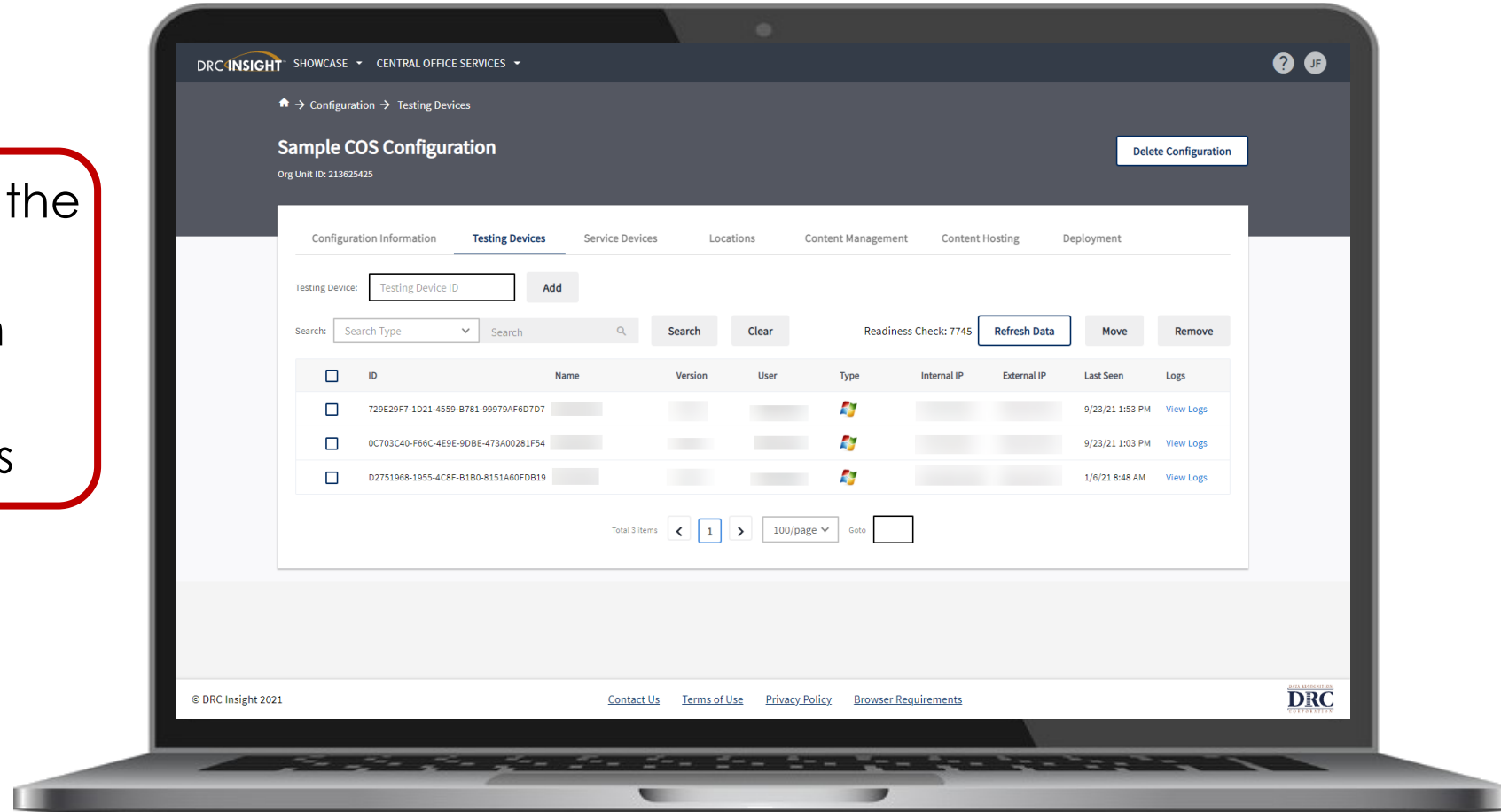
Ability to:

- Update COS Configuration name
- Change Enable Auto Updates for Windows, macOS and Linux testing devices
- Change the use of a proxy host if required



Testing Devices

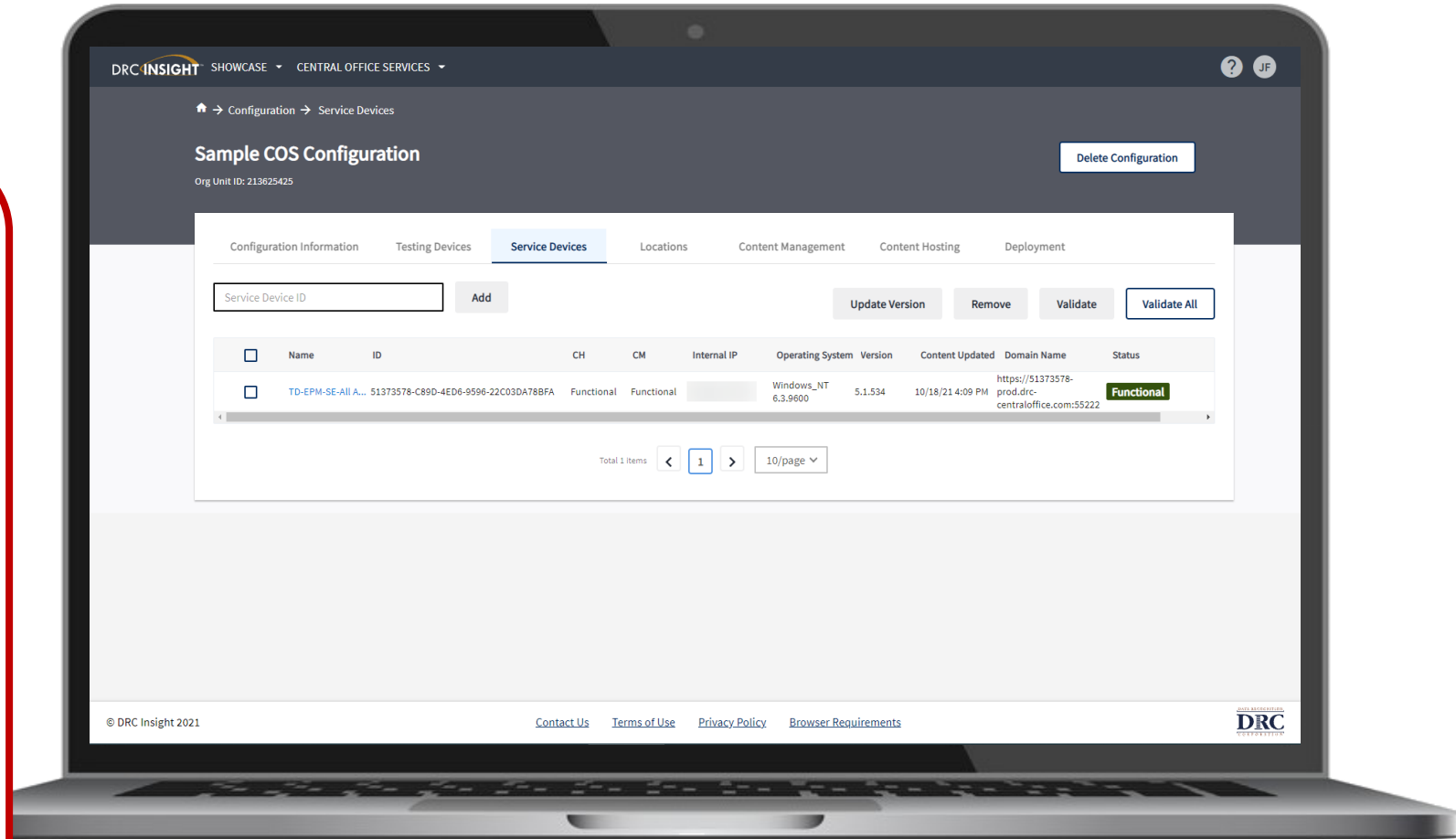
- Verify Devices' status in the COS Configuration
- Move devices between COS Configurations
- Remove Testing Devices



Service Devices

Ability to:

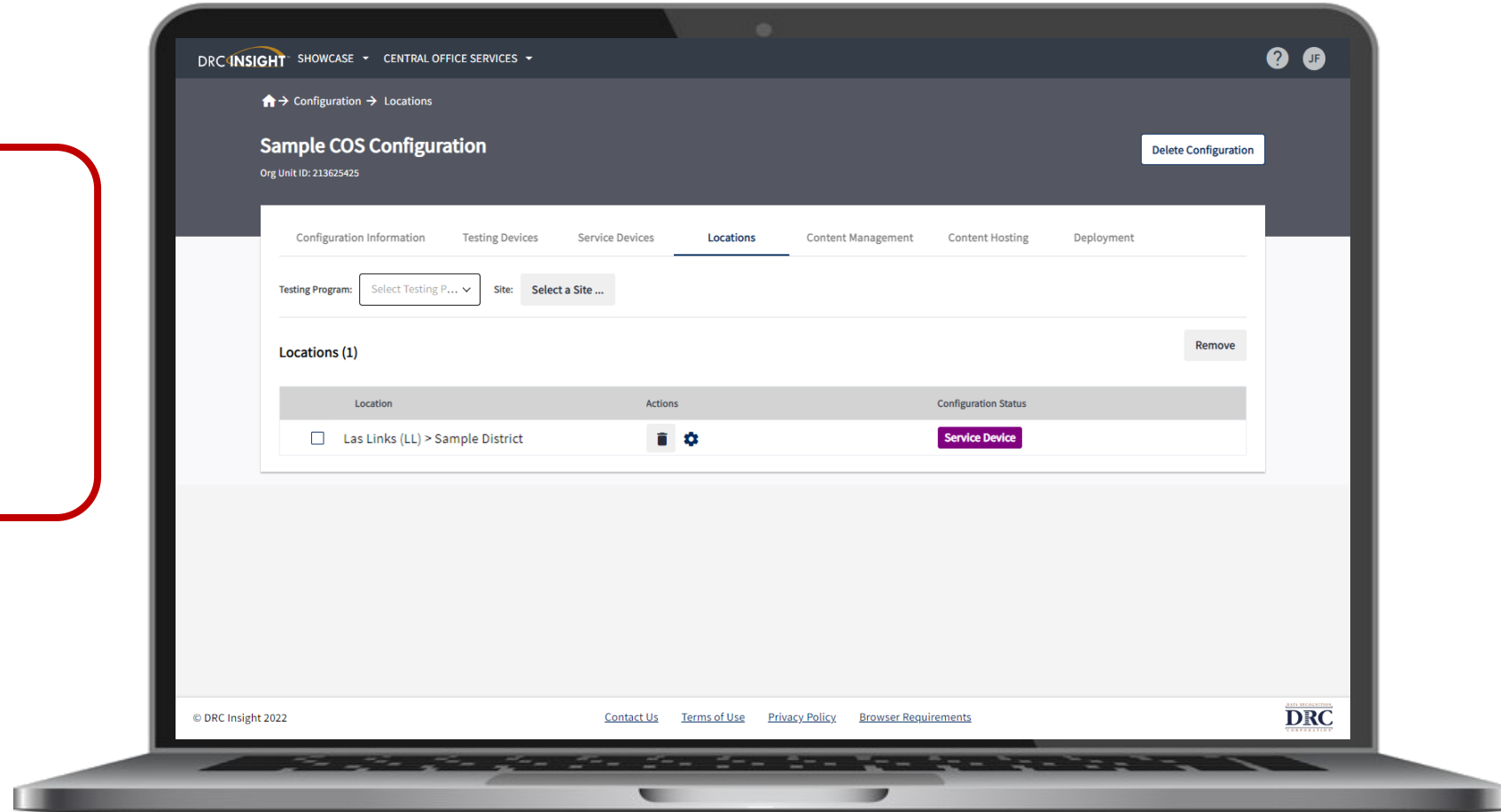
- Verify status of the COS Service Devices in the COS Configuration
- Add and Remove COS Service Devices
- Update software version of the device
- Validate device content
- Change the COS Service Device name



Locations

Ability to:

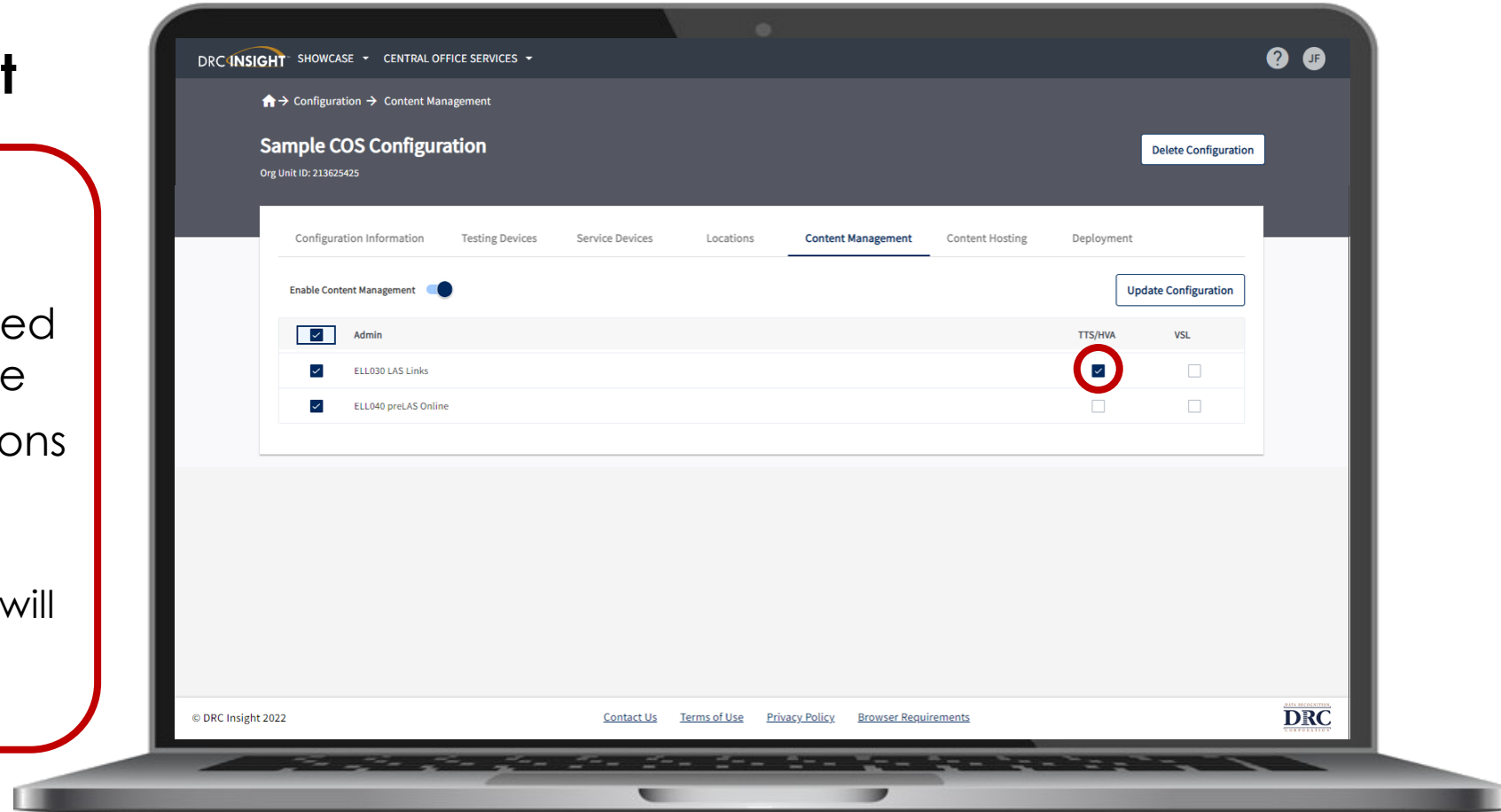
- Verify status of the testing programs in the COS Configuration
- Add and Remove testing programs



Content Management

Ability to:

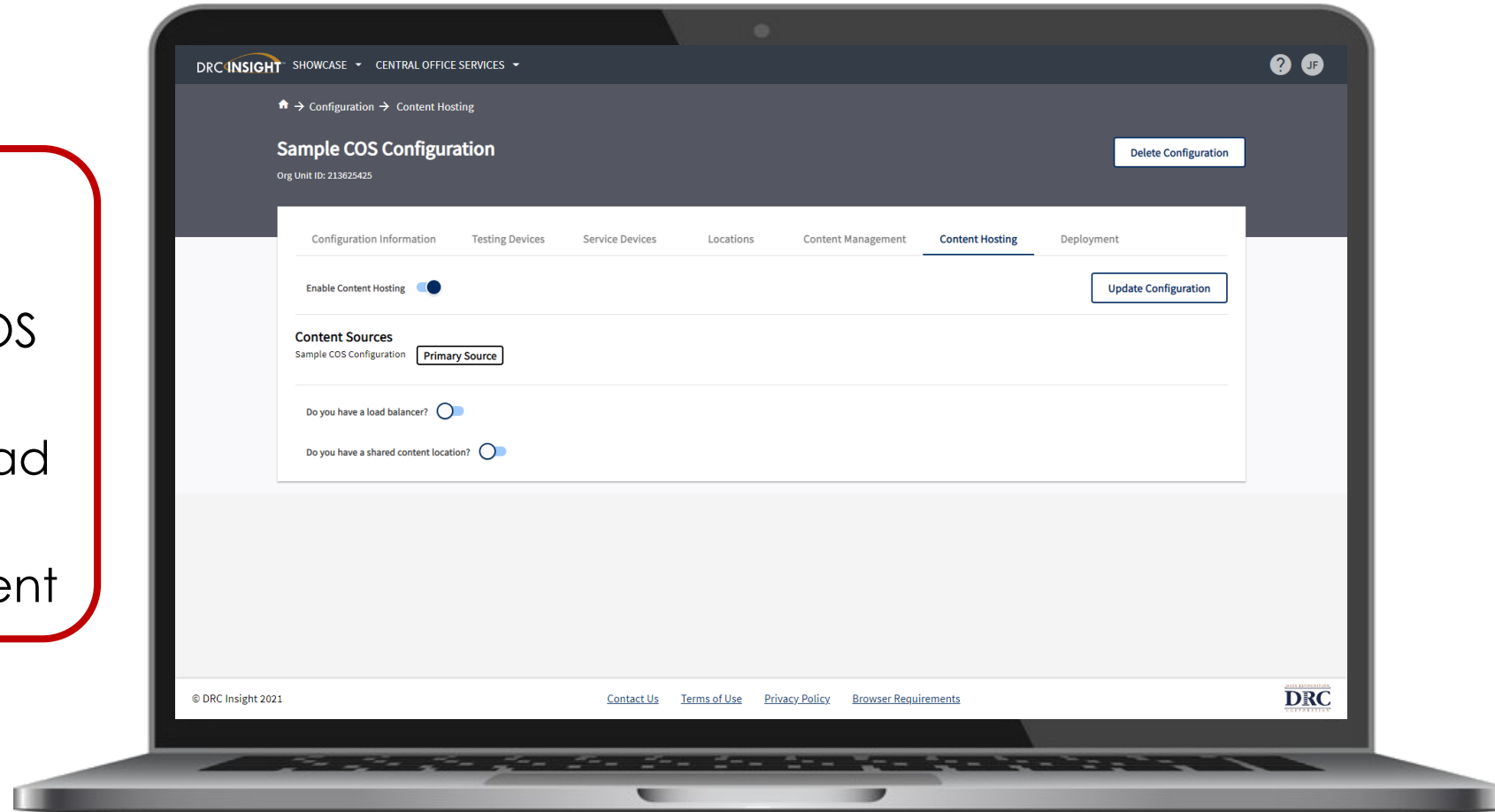
- Select the appropriate testing content to be hosted on the COS Service Device
- Select any accommodations to be hosted on the COS Service Device
 - TTS/HVA accommodations will be "checked" if they were selected in the prior year



Content Hosting

Ability to:

- Enable or disable Content Hosting by COS Configuration
- Manage Hardware Load Balancers
- Manage Shared Content



Assign Testing Devices to a COS Configuration

Activity 3

Two methods to assign testing devices:

1. Manually assign COS ORG Unit ID to testing devices (Activity 2)
2. Within COS, create configuration script for deployment to testing devices

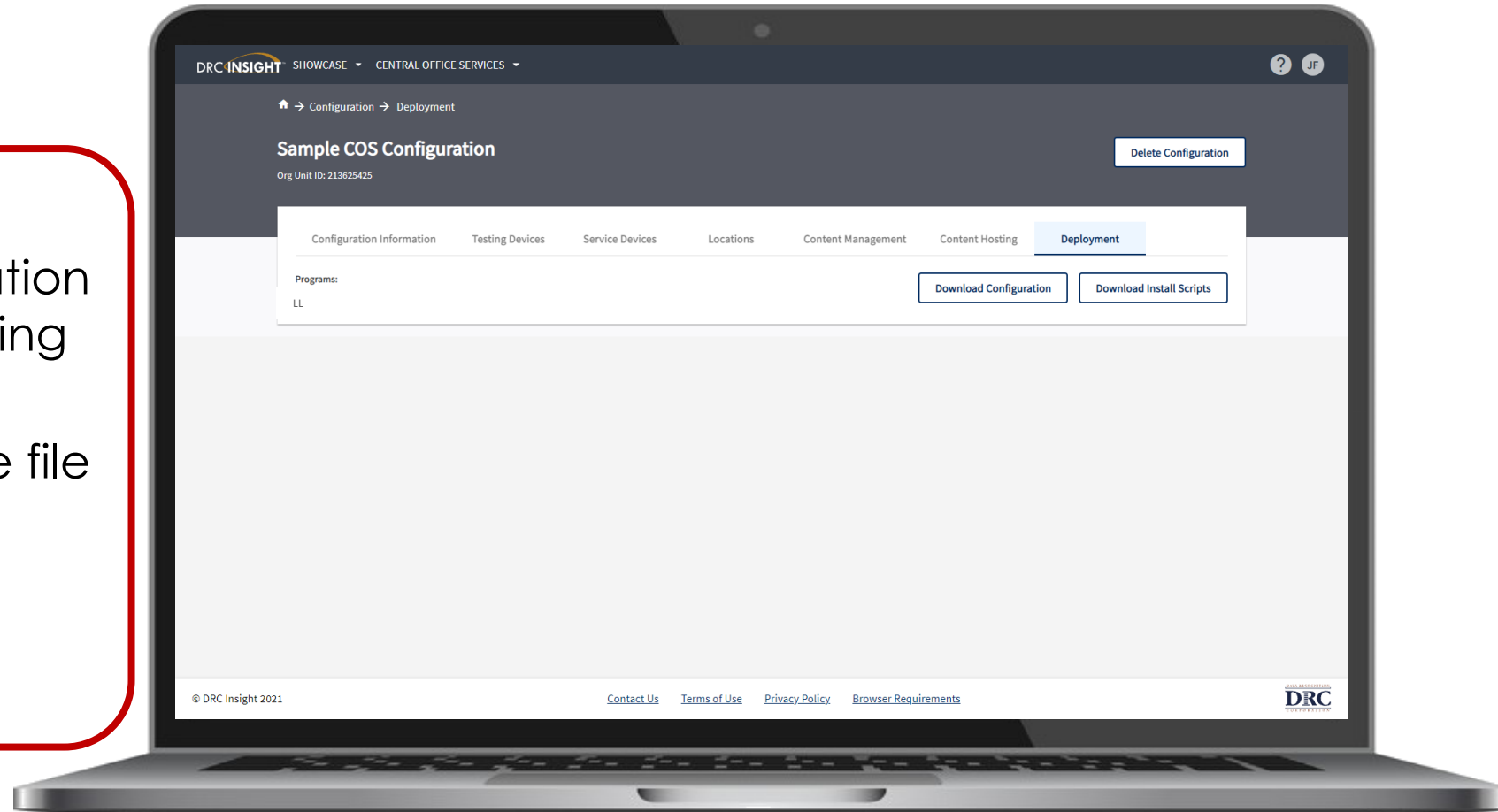
Create Configuration Script for Deployment to Testing Devices

Activity 3

Deployment

Ability to:

- Create COS Configuration distribution files for Testing Devices
- Save and distribute the file to testing devices
(See Technology User Guide Volume III: DRC INSIGHT)



Testing Device Preparation Recommendations



Testing with One-to-One computers

Test security considerations:

- COS Configurations should have a COS Service Device(s) that can only be accessed from the school/district network
 - Prevents students accessing tests when not on site
- Consider adding the DRC INSIGHT Secure Application immediately before the testing session, and remove immediately after the testing session
 - Chrome Device Management Console and other software distribution tools support background installs and uninstall
- Ensure that test tickets are secured at all times

Device Preparation Recommendations

- DRC INSIGHT software does not:
 - Change device settings
 - Turn off background processes
- For **Test Security** and **Device Performance** before testing temporarily disable:
 - Automatic Updates (Operating System and Software)
 - Background software and/or processes

Chrome OS Device Settings

Chrome OS Device **Display Size** should be set to **100%**

- Use Ctrl + Shift + 0 (Number zero not the letter O)
- If the size does not change use Ctrl + Shift + - (minus key)
- Or go to Settings, Device, Displays, under Built-in Display set Display Size to 100%

Chrome OS Devices **must** be set to **US English Keyboard**

- Required to display quotation marks and apostrophes
- To allow prior keyboard settings to be cleared from cache at least a week prior to testing either:
 - 1) Set device to “US English Keyboard”
Using Ctrl + Shift + Spacebar, toggle through the keyboard types until US English Keyboard displays
 - 2) Consider removing all keyboards but US English Keyboard

Support and Troubleshooting Resources

TROUBLESHOOTING

Troubleshooting Common Issues

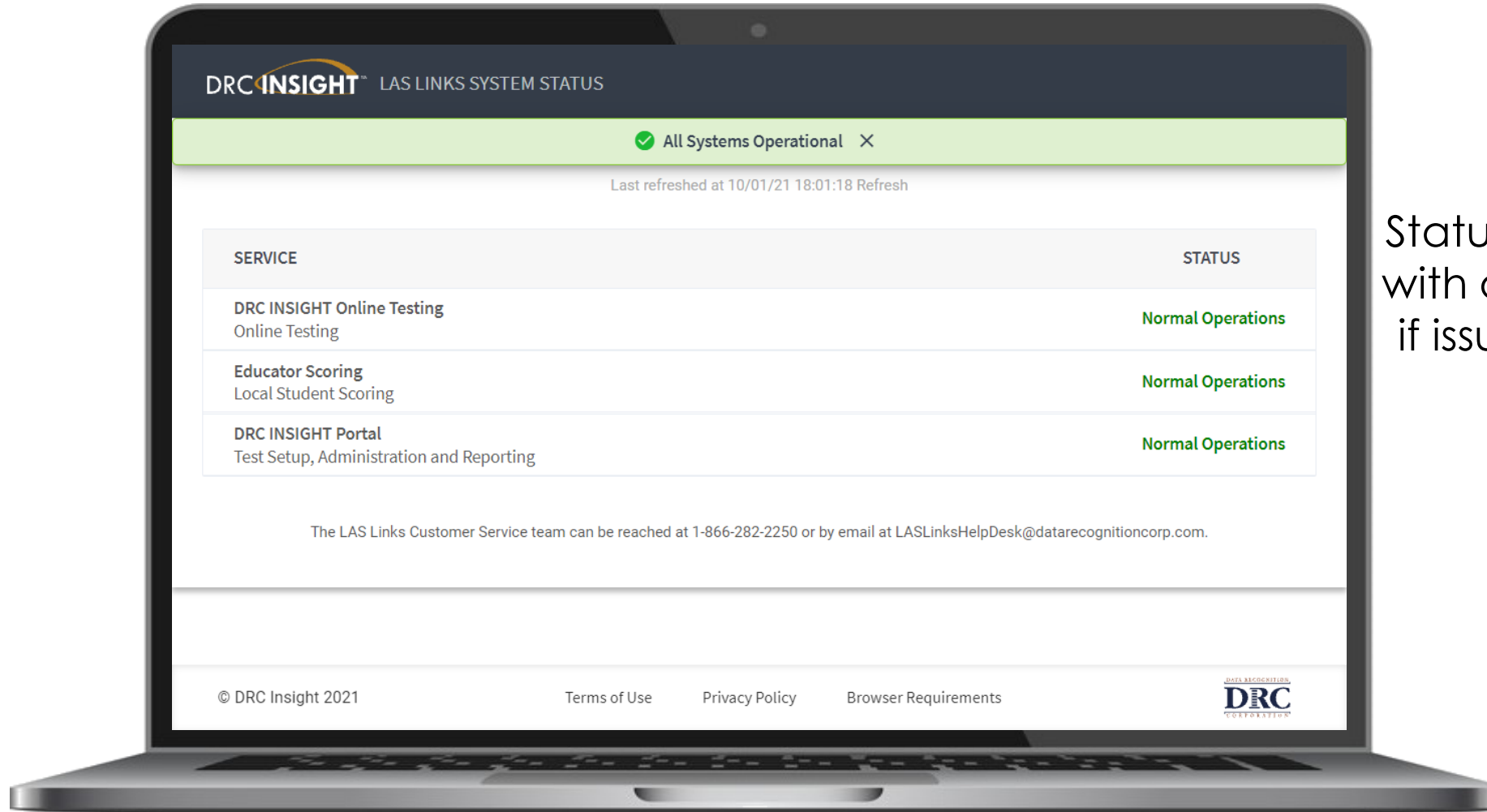
Sites should have a plan for remedying issues during testing and escalating issues when necessary.

Common issues include:

- Network connection issues
- Configuration not found
- Peripherals not setup before testing
- No Audio



Online System Status



Status of each system,
with additional details,
if issues are identified

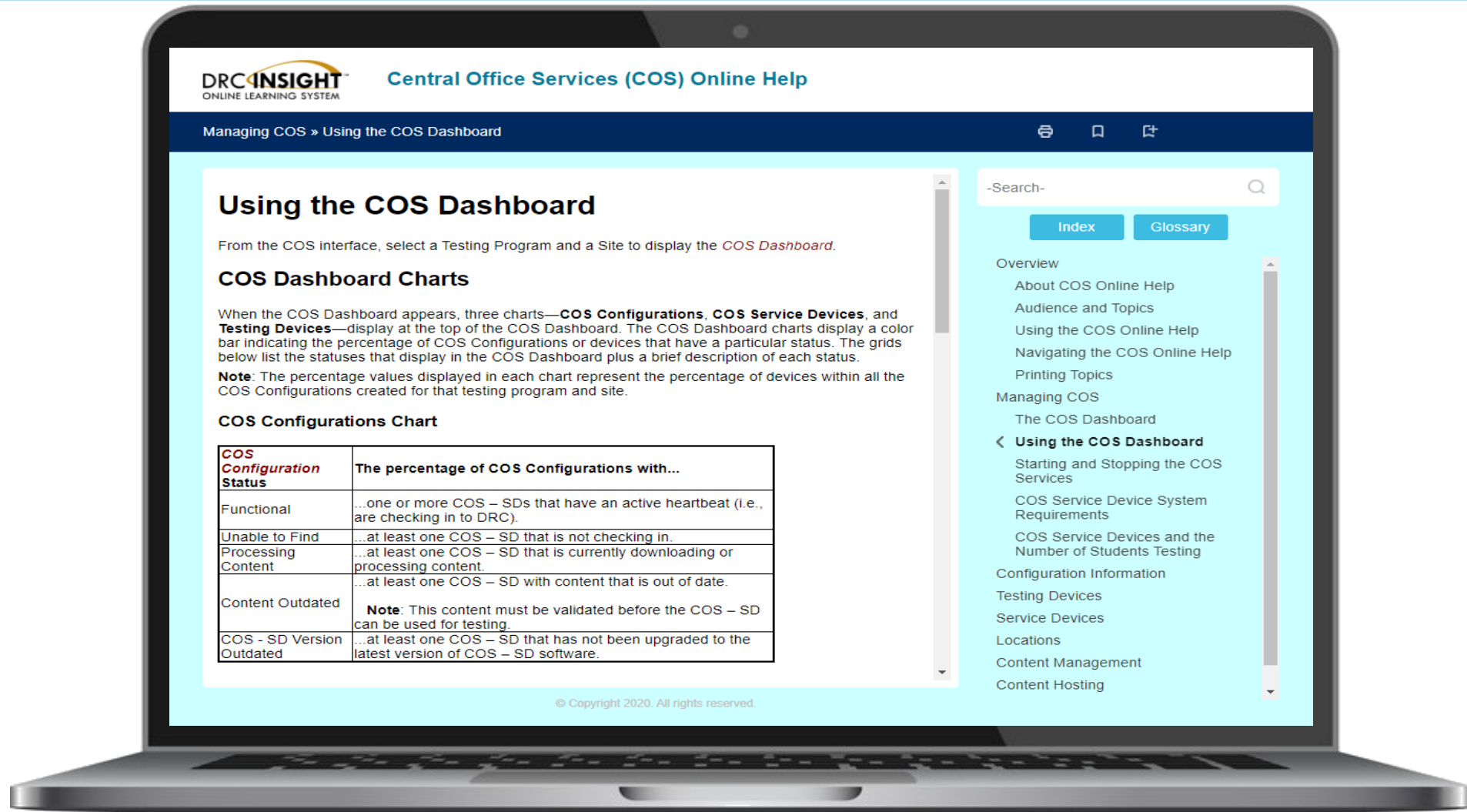
DRC Online Readiness Documents and Tools

SITE READINESS OVERVIEW	Comprehensive overview of the approach to site readiness to deliver online testing
SYSTEM REQUIREMENTS	Detailed information on supported devices and operating systems
TECHNOLOGY USER GUIDE	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 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 GUIDE	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 to address testing device connection issues





Technology User Guide

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 DRC INSIGHT
Volume IV: Troubleshooting	Solutions for most common issues

Central Office Service Embedded Online Help



Site Technology Readiness Checklist

 <h2>Site Technology Readiness Checklist</h2> <h3>Deploying LAS Links Online</h3>  	 <h3>CHECKLIST INTRODUCTION</h3> <p>This document is a guide for sites implementing LAS Links Online assessments. It is intended for Technology Coordinators and other educators within schools and districts who are implementing LAS Links Online.</p> <p>The checklist is designed to identify various factors that a site should address to ensure a successful online testing experience.</p> <p>The checklist is organized by the <u>recommended</u> timeframes and categories.</p> <p>Timeframes</p> <ul style="list-style-type: none"> • 2-3 Months Before Testing • 1-2 Months Before Testing • 2-4 Weeks Before Testing • 1-2 Weeks Before Testing • Day of Testing <p>Categories</p> <ul style="list-style-type: none"> • Communication • Site Planning, Scheduling and Logistics • Technology – Device Setup • Technology – Network Configuration • Technology – COS Setup • Training <p>Coordinators, Technology Coordinators, District Assessment Coordinators, Directors, and others to work together as a site planning team. This site plan should be completed at least three months before the start of testing.</p> <p>As you use this checklist, remember to update it regularly to ensure that it reflects the current technological resources at your site.</p> <p>LAS Links Site Technology Readiness Checklist, 2017-2018</p>	<h3>Day of Testing</h3> <h4>Communication</h4> <ul style="list-style-type: none"> <input type="checkbox"/> Send a reminder email to staff to avoid using the network (LAN, WAN, and Internet) for bandwidth-intensive projects during testing. <h4>Site Planning, Scheduling and Logistics</h4> <ul style="list-style-type: none"> <input type="checkbox"/> Check with building administration regarding the timing of building bells, alarms, or announcements that may go off during the test session. <h4>Technology – COS Service Device Setup</h4> <ul style="list-style-type: none"> <input type="checkbox"/> On the Service Device tab of Central Office Services application, ensure that the COS Service Device status is “Functional”. <input type="checkbox"/> On the Content Management tab of Central Office Services application, confirm the testing content for the necessary test administrations are checked and that the correct content has been downloaded to the COS Service Devices. <h4>Technology – Testing Device Setup</h4> <ul style="list-style-type: none"> <input type="checkbox"/> Test each device at the beginning of the day (including charging equipment as applicable). <input type="checkbox"/> Perform a System Readiness Check on at least one testing device. <input type="checkbox"/> Verify that no background processes are running on testing devices during testing. <input type="checkbox"/> If testing device accept automatic operating system updates, verify that it has the most current version of the operating system before the test session starts to avoid any software updates occurring during a test. <input type="checkbox"/> Ensure that testing devices are far enough apart to avoid interference or distractions. <input type="checkbox"/> Chrome devices launch very quickly. Direct students to wait for the device to successfully connect to the network before launching the DRC INSIGHT Secure App. If DRC INSIGHT is launched before the device connects to the network, the student will receive an Internet Connection Error (ICE). If this occurs, relaunch DRC INSIGHT after the connection is established. <input type="checkbox"/> If a portable device will be used on battery power, verify that the charge will last for the duration of the test. <p>Note: It is recommended that all devices be plugged in to power during the test.</p> <h4>Technology – Network Configuration</h4> <ul style="list-style-type: none"> <input type="checkbox"/> Technology staff should verify that the wireless access points are fully operational. <input type="checkbox"/> Require anyone in the testing room(s) and anyone sharing the testing room's wireless access point to turn off any wireless devices not used for testing. <input type="checkbox"/> Stagger the logins to the testing system. For example, have 10 to 15 students per room log in to the system over 20-30 second intervals. <input type="checkbox"/> If a room is having difficulties testing, verify the connection speed from a device in the testing rooms, ideally when the other devices are using the network. Run a Speed Test using www.speedtest.net to a server in Minnesota. Results of less than 3 Mbps download and 3 Mbps upload per testing device indicate there may be insufficient available bandwidth.
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DRC INSIGHT Headset Guidance

DRC INSIGHT Headset Guidance

The following audio guidelines are to help maximize the potential for testing success:

- Make sure the headset is set as the preferred playback device.
- Students will not be able to adjust the volume on their computer. Application is launched. Make sure the audio is not muted before launching the application.
- If headsets are shared between students, be sure to provide ample space between students. Even with headset, it is audible a few feet away from the student.

The following chart outlines guidance on headset features for use with DRC INSIGHT.

Configuration	Suitability	
Over the ear headset	Ideal	Comfortable when used by different ages. Weighs less on students' age. Performance may be suitable for larger and heavier bodies.
Noise canceling headphones	Acceptable	Noise cancellation of voices, so this feature is acceptable. Many headsets with noise cancellation source (e.g., battery-powered) can be used.
Ear buds or ear headphones	Acceptable	Sound volume can vary, resulting in inconsistent audio playback fidelity, which can lead to privacy issues.
Device speakers	Marginal	Audio playback built into the device, which can lead to privacy issues.
Bluetooth or wireless headsets	Not recommended	To ensure test security, wireless headsets are not recommended. Some Bluetooth devices can be turned off and/or not used by students.
Play Back Mode: Stereo	Optional	The sound files of the assessment are recorded and played back in stereo.
Connector Plug: <ul style="list-style-type: none"> • USB • Single 3.5 mm plug (TRRS) • Dual 3.5 mm plugs (TRS) 	Optional	Many USB-connected devices require manual enablement. Some computers have audio-in separately, which may require adapters. Make sure to check headset compatibility. Adapters are available.
Volume Control: Inline	Optional	This is a nice option, but not required. inline volume control is not required for launching DRC INSIGHT.

●●● Tips for Keyboard Settings

Background

When students take a writing test using either a Chrome OS or iPad, they must have the correct keyboard configurations before students start their test session. Specifically, the students are going to be using quotation marks (") and apostrophes (') commonly used in Text-Dependent Analysis (TDA) and Passage-Based response is based on the passage presented and they are required to support their claims, opinions, and ideas.

There are configurations in Chrome OS and iPadOS that may result in an error message. The DRC INSIGHT Secure Applications do not adjust these settings should be reviewed before testing starts.

Changing Keyboard Settings

Chrome OS

Chrome OS devices should have the keyboard set to "US Keyboard" and apostrophes to display properly in DRC INSIGHT.

[To change the keyboard setting using keyboard shortcuts](#)

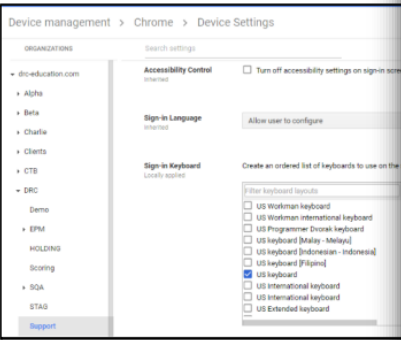
Press the Ctrl + Shift + Spacebar to toggle through the keyboard displayed in the status area in the bottom-right of the desktop.

[To verify the keyboard setting](#)

1. Click the status area in the bottom-right of your desktop.
2. If you see the keyboard icon, click on it and verify the "US Keyboard" is selected.
3. Otherwise, click the Settings icon and the Chromebook Settings.
4. Scroll to the Device section and click Keyboard Settings and then click the keyboard icon.
5. Click on Change language and input settings to verify the Language and Input method is set to "US keyboard".

[To set the keyboard setting using the Google Admin Console](#)

Navigate to the Device Settings in the Google Admin Console and



LAS Links Online via INSIGHT Headset Recommendations

The table below outlines recommended features for headsets and recording devices for use with LAS Links Online via INSIGHT. Please note that DRC does not endorse specific brands or devices.

Recommended Features	Reason for Recommendation	Alternatives not Recommended
Device: <i>Headset with Microphone</i>	Allows for recording and playback using the same device.	Separate headphones and microphone increase the need to ensure proper connection and setup on the computer and thus complicate the testing site set-up.
Play Back Mode: <i>Stereo</i>	The sound files of the assessment are recorded and played back in stereo.	
Noise Cancellation Feature: <i>None</i>	Noise cancellation often does not cancel out the sound of background human voices nor other background noise.	Many headsets with a noise cancellation feature require a power source (e.g. batteries or USB connection) and hence complicate the testing site set-up.
Type of Connector Plug: <ul style="list-style-type: none"> • Single 3.5 mm plug (TRRS) • Dual 3.5 mm plugs (TRS) 	Some computers have two ports for connecting audio-out and audio-in separately, while others have one port for both. Make sure to check your specific equipment before purchasing headsets. Adapters for both types are widely available.	Many USB-connected headsets require driver installation and need to be manually enabled as playback/recording device. However, USB-connected headsets can be used with LAS Links Online via INSIGHT if preferred.
Volume Control: <i>Inline</i>	Students will not be able to adjust the volume on their computer once they have opened LAS Links Online via INSIGHT.	Headsets that do not have an inline volume control will need to be tested for volume prior to opening LAS Links Online via INSIGHT.

- Please keep in mind that headsets with microphones are only required for the Speaking domain. All other domains may be administered with headphones that don't include an attached microphone.
- To optimize the testing experience for all students, DRC recommends that the testing environment allows for ample space between testers, especially during the Speaking portion of the LAS Links Online assessment.

Guidance for delivering assessments with audio, keyboard and microphone requirements to help maximize the potential for testing success.

Testing Site Capacity Estimator for ELL Assessment

DRC INSIGHT
ONLINE LEARNING SYSTEM

ELL Testing Site Capacity Estimator

Content Management Information

Using COS Service Device for Content Hosting:

Testing Region:

Testing Volume Information

Students Testing Reading Domain at the Same Time:

Students Testing Listening Domain at the Same Time:

Students Testing Writing Domain at the Same Time:

Students Testing Speaking Domain at the Same Time:

Total Students Testing at the Same Time:

Estimated % of Students Starting the Test at Nearly the Same Time:

Estimated % of Students Responding at Nearly the Same Time:

Network Information

Internet Service Provider Connection Capacity: (Mbps)

Wide Area Network (WAN) Connection Capacity: (Mbps)

Local Area Network (LAN) Connection Capacity: (Mbps)

Testing Devices Average Connection Speed: (Mbps)

Percent of Bandwidth Available for Testing:

Type of Internet Connection:

Launch of DRC INSIGHT

Average Time to Download Test Engine: Seconds (Good)

Start of Test

Average Time to Download a Reading Domain Testing Form: Seconds (Good)

Average Time to Download a Listening Domain Testing Form: Seconds (Good)

Average Time to Download a Writing Domain Testing Form: Seconds (Good)

Average Time to Download a Speaking Domain Testing Form: Seconds (Good)

During the Test

Average Wait Time Between Reading Items: Seconds (Good)

Average Wait Time Between Listening Items: Seconds (Good)

Average Wait Time Between Writing Items: Seconds (Good)

Average Wait Time Between Speaking Items: Seconds (Good)

Good Performance Acceptable Performance Poor Performance

	Average Form Size per Test	Average Size of Each Response	Average Size of Next Item
Reading Domain	1.0 MB	5.0 KB	2.5 MB
Listening Domain	1.0 MB	5.0 KB	2.5 MB
Writing Domain	1.0 MB	25.0 KB	2.5 MB
Speaking Domain*	1.0 MB	1.2 MB	2.5 MB
Test Engine	3.6 MB	*80 KB slices/sec for 15 secs	

Important: The Testing Site Capacity Estimator can only provide an estimate—it cannot factor in all possible variables and possible network traffic that can impact performance.

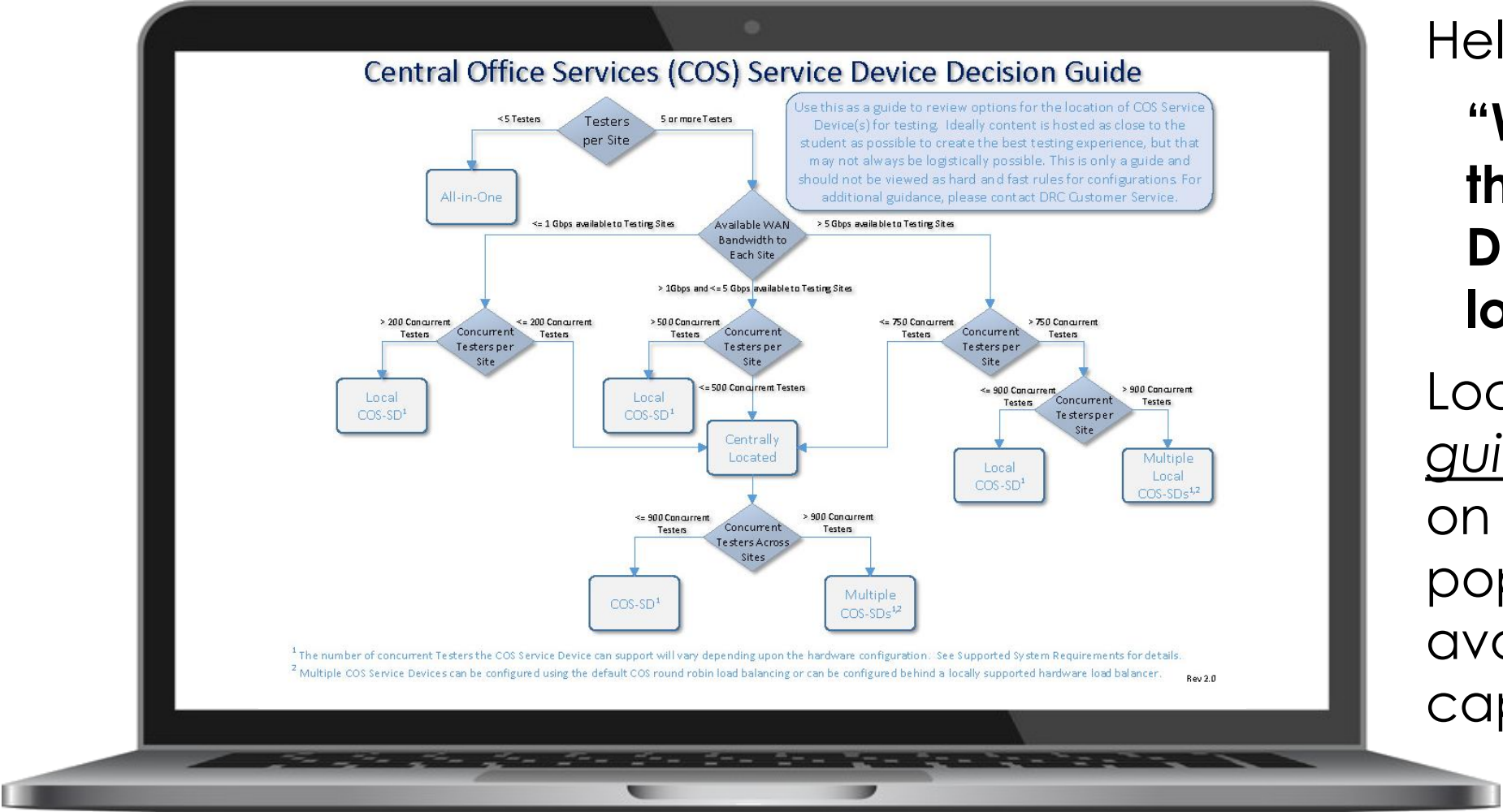
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Assists site planning by factoring in site variables and showing how they may impact performance and student's testing experience

COS Service Device Decision Guide

Helps answer:
“Where should the COS Service Device be located?”

Location guidance based on testing population and available network capacity.



DRC Customer Service – Texas

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Order Support

Texas Order Support Email:

LASOrderTX@datarecognitioncorp.com

Toll Free: 833-867-5679 Option 2

Technical Support

Texas Technical Support Email:

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