



LAS Links Online

Invalidating a Student Test



● ● ● Access the DRC INSIGHT Portal



www.drcedirect.com

The screenshot shows the DRC INSIGHT Portal login interface. On the left, there is a white login box with the DRC INSIGHT logo at the top. Below the logo are two input fields: 'Username' containing 'user@datarecognitioncorp.com' and 'Password' with a masked password '*****' and a 'Show Text' checkbox. A blue 'Sign in' button is positioned below the password field, and a link for 'Forgot your password?' is located at the bottom of the box. The right side of the page has a dark blue background with white text. It features a 'Welcome to the DRC INSIGHT Portal' heading, a welcome message from Data Recognition Corporation (DRC) to LAS Links educators, and instructions on how to access reports and find more information. It also includes a section for 'ACCESS ONLINE TOOLS TRAINING WITH GOOGLE CHROME' with a public version link and a specific WBTE Portal URL: <https://wbte.drcedirect.com/LL/portals/ll>. At the bottom of the page, there are links for 'Privacy Policy', 'Terms of Use', and 'Contact Us', along with the copyright notice '© DRC Insight 2020' and the DRC logo.

● ● ● Viewing the Test Session Status

A screenshot of the DRC INSIGHT LAS LINKS MY APPLICATIONS menu. A red arrow points to the 'MY APPLICATIONS' dropdown menu. The menu is open, showing several categories: PARTICIPANT PREPARATION, SCORING AND REPORTING, OTHER LINKS, TEST PREPARATION, GENERAL INFORMATION, TECHNOLOGY SETUP, and POST-TEST ACTIONS. The 'Test Management' option under the TEST PREPARATION category is highlighted with a red box.

DRC INSIGHT™ LAS LINKS MY APPLICATIONS ▾

- PARTICIPANT PREPARATION**
 - Student Management
 - Student Group Management
 - Test Administrator Management
 - User Management
- TEST PREPARATION**
 - Test Management**
- POST-TEST ACTIONS**
 - Student Management
- SCORING AND REPORTING**
 - Educator Scoring
 - Report Delivery
 - Interactive Reports
- GENERAL INFORMATION**
 - General Information
- TECHNOLOGY SETUP**
 - Central Office Services
- OTHER LINKS**
 - Professional Learning
 - License Dashboard

Choose the Test Management app from the My Applications menu

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Test Sessions

[+ Instructions](#)

* Indicates required fields

Administration: *
 District:
 School:

Last Name:
 First Name:
 Student ID:

Session:
 Test Administrator:

LAS Links Form:
 Assessment:

Date Range FROM:
 Date Range TO:

[+ Instructions](#)

Session Detail									
Select	District	School	Session Name	Assessment	Status	Begin Date	End Date	Scoring Option	Action
<input type="checkbox"/>	SAMPLE DISTRICT	SAMPLE SCHOOL 1	Sk Eng A SLRW Test Session	Grade K (Eng. A)	Not Started	1/5/2018	8/10/2018	DRC Scored	<input type="button" value="Edit"/> <input type="button" value="Print"/> <input type="button" value="X"/>
<input type="checkbox"/>	SAMPLE DISTRICT	SAMPLE SCHOOL 1	sk copy test Session	Grade K (Eng. B)	Not Started	1/5/2018	9/10/2018	DRC Scored	<input type="button" value="Edit"/> <input type="button" value="Print"/> <input type="button" value="X"/>

To invalidate a student test, click the **Edit/Print Ticket Status** icon from the **Session Detail** window in the **Action** column for the Test Session. The details for the test session you selected display in the Testing Status window.

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Choose the **Student** and the Subtest (**Status by Module**) you would like to invalidate, click Filter, then select this icon 

Testing Status

[+ Instructions](#)

Last Name:

Status: (All)

Status By Module: Listening

Listening

Reading

Speaking

Writing

Select	Last Name	First Name	User Name	Password	Started	Completed	Action
<input type="checkbox"/>	Sample	Sample	SSAMPLE1	WANT8591			     

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Testing Status

▣ [Instructions](#)

Last Name:

Status: (All) ▾

Status By Module: Listening ▾

Filter **Clear**

Testing Status - Breanna (Grades 4-5 (Eng. C) - Listening)

Select	Last Name	First Name	User Name	Password	Assessment	Status	Started	Completed	Action
<input type="checkbox"/>	sq	br	BSQ1	SOME9871	LISTENING	Not Started			     

Confirm Invalidate

 You have requested to invalidate br sq's ticket for Listening. Are you sure?

Invalidate **Cancel**

Print Selected **Print All** **End Incomplete Selected Tests** **Unlock Selected** **Unlock All** **Close**



LAS Links Help Desk

866.282.2250 (7:00 a.m. -8:00 p.m. EDT)

Email: LASLinksHelpDesk@datarecognitioncorp.com

If you already called in and have a case, provide your case number for expedited service.

www.LASLINKS.com

