Connecticut State Department of Education (CSDE)
Data Recognition Corporation (DRC)

2026-27
English Learner Assessment Coordinator's
LAS Links Online Administration Training

Training Agenda

- **CSDE Policy**
- **Training Part 1:** Pre-test activities
  - Accommodation spotlight
- **Training Part 2:** During testing activities
- **Training Part 3:** Post-test activities
- **Resources and Contact Information**

Connecticut DRC LAS Links Website

Bookmark https://ct.laslinks.com/

The Connecticut DRC LAS Links Website includes CT specific LAS Links information on test administration, training, technology, and reporting.



CSDE Policies



CT Participation Expectations

Students attending CT Public Schools in Grades K-12 identified as EL/ML are expected to participate in the LAS Links testing. This includes students:

- who are transitioning to a post high school program for 18–22-year-olds but are still registered as Grade 12 students in PSIS.
- attending in-state Approved Private Special Education Programs (APSEPs);
- entered in PSIS who are enrolled in a Non-Approved Private School in Connecticut;
- entered in PSIS who are enrolled in Judicial Centers;
- entered in PSIS who are enrolled with Transition/Vocational Service Providers; and,
- entered in PSIS who are being educated out-of-state.

CT Participation Expectations - Continued

- Online testing is not allowed outside of Connecticut. **Out-of-state** students must use an Accommodated Paper Test form.
- DRC will ship materials to the LEA. The ELAC must collaborate with the out-of-state contact to conduct test administration within an appropriate window.
- A list of students enrolled in APSEPs based on the October PSIS collection will be provided to ELACs by mid-November for planning and communication purposes. These students are included in the DRC Student Management System.

PSIS Updates

The PSIS October collection reflects EL/ML status for students meeting mastery/exit criteria in the prior school year. Student meets Mastery:

- ELAC should contact the PSIS Coordinator to update the student's status from EL YES to EL NO at the start of the following school year, but prior to October 1.
- Students identified as EL YES in the October collection are uploaded to INSIGHT in November
- Students identified as EL/ML **after** October 1 must be manually updated by the PSIS Data Manager in the PSIS Registration
- If a student was erroneously reported as an EL/ML in the October Collection, your PSIS Data Manager will need to manually change the status to EL NO in PSIS Registration.

Who Does Not Test/When to Wait

- Do not test students eligible for CAAELP. Finalize the CT-SEDS Alternate Assessment Eligibility Form by December 22, 2026, to keep them from being included in INSIGHT sessions.
- If a student has a PPT or Section 504 meeting during the window, **wait to test** until the IEP/504 plan is finalized and implemented in CT-SEDS for the current grade.

LAS Links Relevant Dates

Event	Date
LAS Links Testing Window	January 4–March 5, 2027
ELAC Training	November 3, 4, and 5, 2026
Accommodations Entry open in DRC INSIGHT Portal for ELACs	December 14, 2026–March 5, 2027
Connecticut Alternate Assessment System Eligibility Form Verification in CT-SEDS	Finalized and Implemented IEP by December 22, 2026
Domain Exemption Registration	November 30, 2026– February 26, 2027
Accommodated Paper Form Order	November 18, 2026–February 12, 2027

Test Security

A secure test environment requires that ELACs and proctors

- Participate in training prior to administering the test
- Protect secure materials
- Refrain from sharing items or secure test materials
- Only use the DRC test delivery system
- Remove all electronic devices from students
- Ensure a quiet test-taking environment
- **Actively proctor**

Appeal Process

If a proctor demonstrates inappropriate proctoring, such as providing or modifying student answers or using secure test materials inappropriately, the ELAC should contact the Student Assessment Office immediately at 860-713-6860.

If an irregularity occurs:

- The ELAC submits an appeal in the Appeals Submission Survey.
- ELACs are notified when the request is completed.
    - Or, if more information is required, the ELAC may need to email a signed letter on to abe.krisst@ct.gov before the appeal can be approved.
- **Use the student SASID – not their name. Use the TIDE Secure File Center** to share appeal documents.
- **Please stop testing the student in all domains** until the appeal is approved!

More information is available in Appendix A of the LAS Links TAM.

Communications

- **All ELACs should receive the Student Assessment News, for critical assessment information. Register here.**

- Additional email communications from CSDE or DRC should be disseminated to appropriate staff including the District Administrator in TIDE (DA) and the Special Education Director.

- Work with your technology staff to “allow list” @datarecognitioncorp.com.

Part 1: Pre-Test Activities



Training Part 1:
Pre-Test Activities

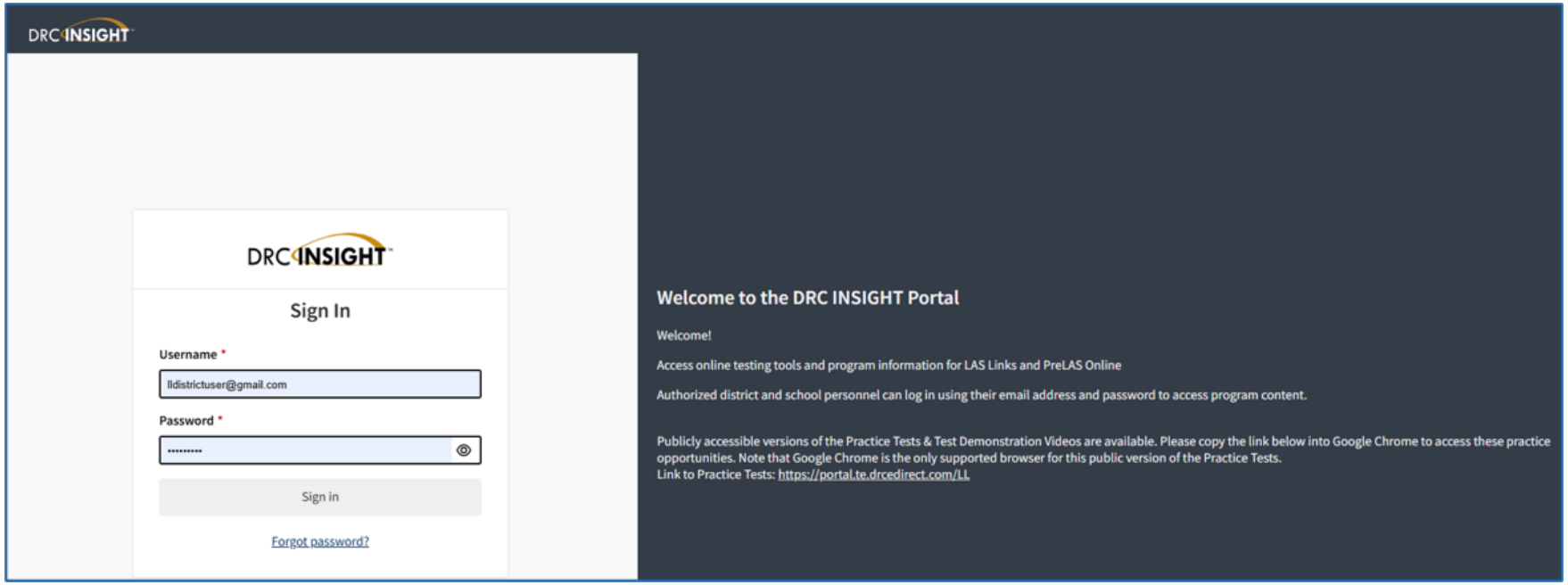
Activity 1:
Accessing the DRC INSIGHT Portal



Accessing the DRC INSIGHT Portal

Bookmark:
www.drcedirect.com

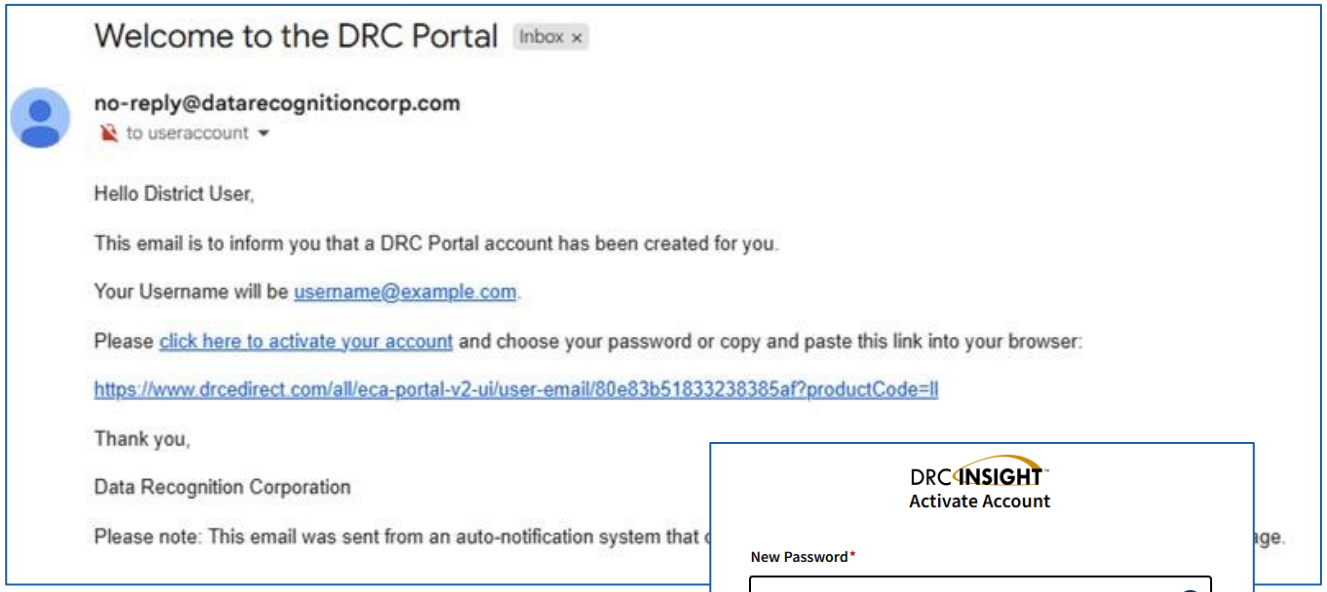
Use the DRC INSIGHT Portal for Test Administration functions such as recording student accommodations, printing test tickets, and viewing reports.



Portal Activation Email for New ELACs

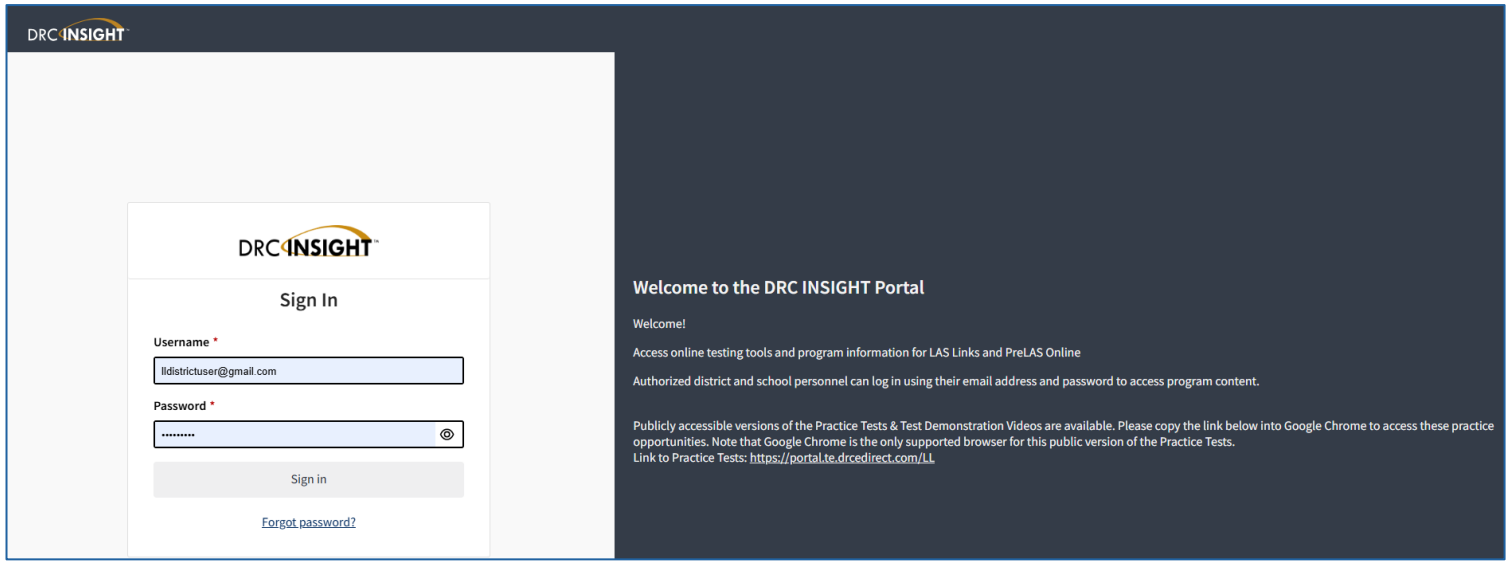
For New ELAC Accounts

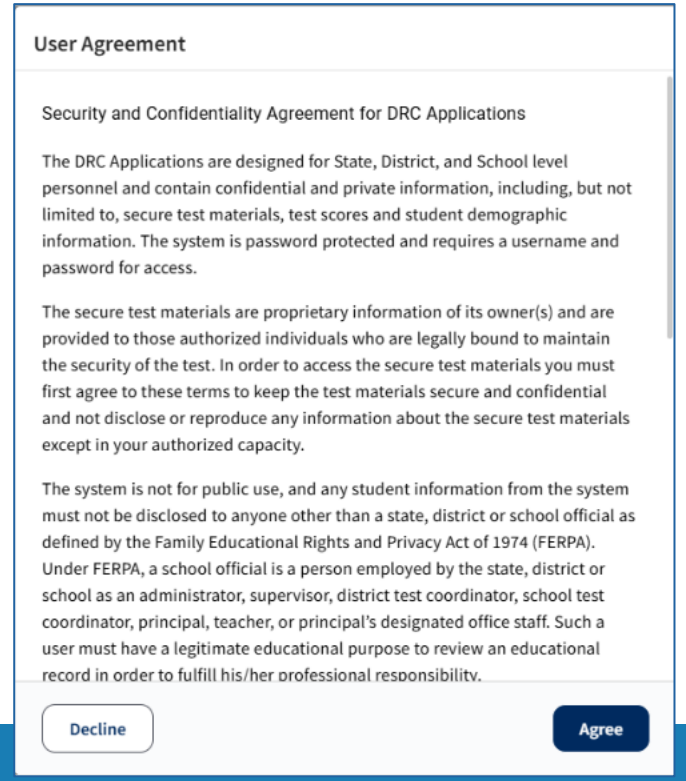
1. You will receive a portal activation email from no-reply@datarecognitioncorp.com
   - Check your clutter/spam if you do not find the email in your district inbox
2. The Subject line will say "Welcome to the DRC Portal"
3. Your username is your district email address
4. Select the long link in the email to activate account
5. The link will take you to a new window to enter a new password and confirm password, then select **"Activate Account"**



Logging into the Portal

- Click on “Forgot your password?” if unable to locate your welcome email or have forgotten your password.
- Your Username is your district email address.
- If the system does not recognize you as a User, please contact the CSDE as you may need to be added as a new ELAC.





Training Part 1:
Pre-Test Activities

Activity 2:
Enrolling Students in the DRC INSIGHT Portal



Enrolling Students

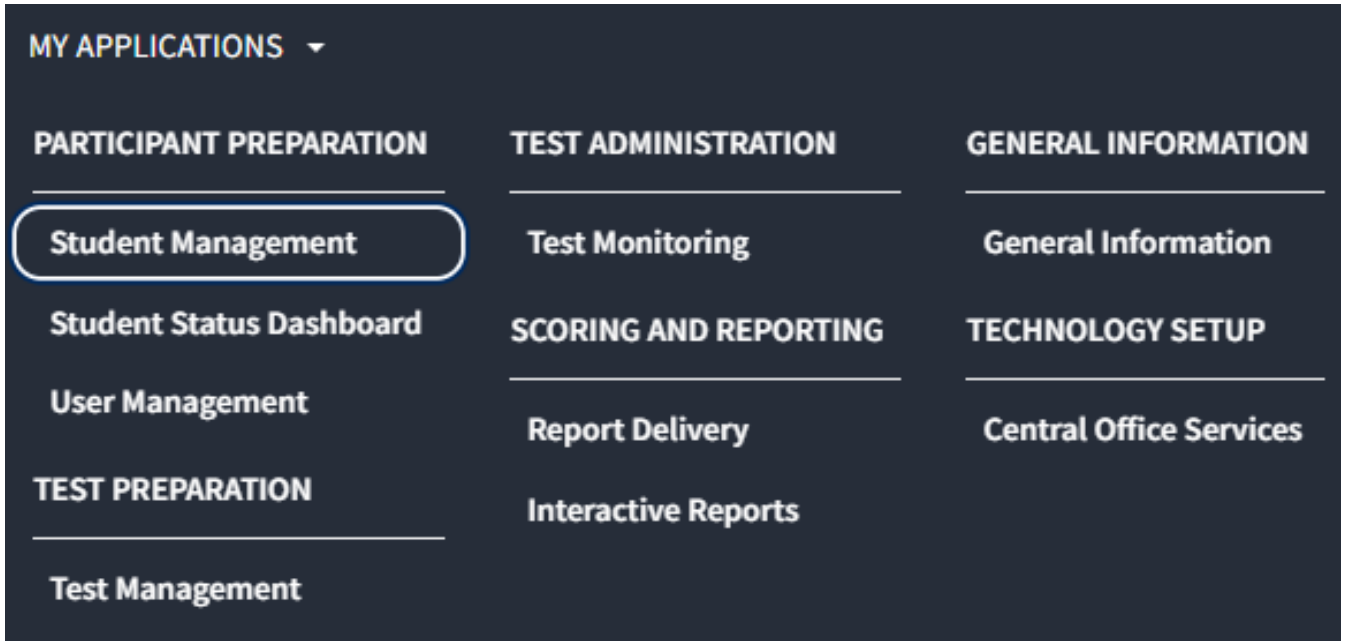
CSDE provides a nightly file of students that get loaded into DRC INSIGHT

- Only students who are indicated as EL/ML in the PSIS Registration Module will be uploaded
- Make sure students identified as EL/ML are reported into the state database
- Check student demographics
- Only students identified as Special Education or Section 504 in PSIS are eligible for accommodations
- CSDE provides DRC a daily file of accurate student information
- ELACs cannot add/edit students

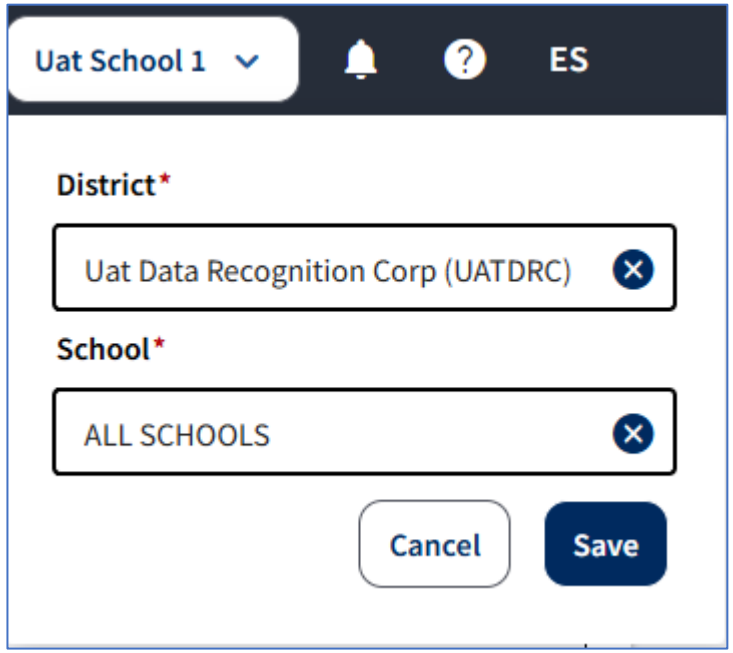
Viewing Enrolled Students

To view enrolled students:

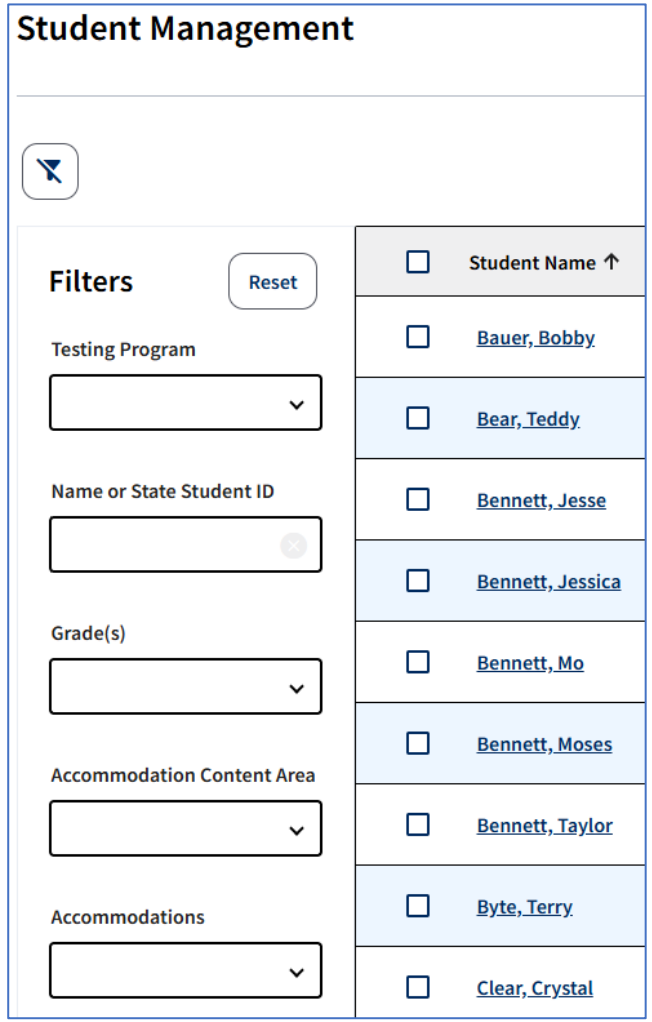
- From the DRC INSIGHT Portal
- Select "**My Applications**", Select "**Student Management**"



Finding a Student



1. To see all students enrolled in your district
   - Choose “ALL SCHOOLS” from the drop-down menu on the top right-hand side of the screen
2. To see all students enrolled at a school
   - Choose “School” from the dropdown menu
3. To find a particular student
   - Fill the one or more of the search fields (i.e., Name or State Student ID, Grade)
4. Student list will appear on the right



Training Part 1:
Pre-Test Activities

Activity 3:
Managing
Registrations



DRC Creates Registrations

NEW: Test sessions are now called registrations

DRC will create registrations for all schools within each district

- The process will start with the first PSIS student file submitted to DRC in November 2026 and will continue nightly throughout the testing window
- DRC will create one registration per school and per grade
- All students will be added to the corresponding registration with all 4 LAS Links domains already selected
- New/updated students will be added to existing registrations during the test window

Students can only be registered in <u>one</u> registration

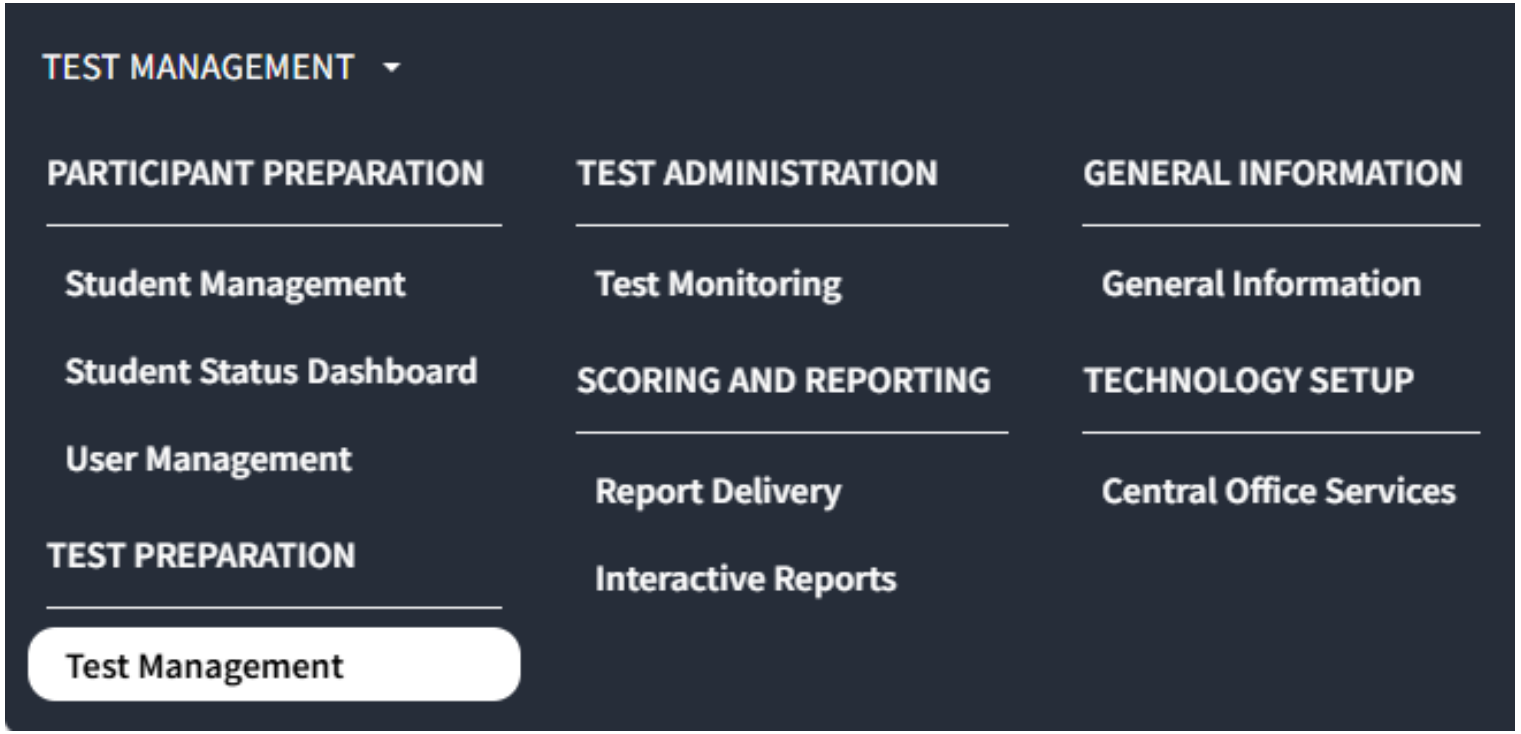
- ELACs must use DRC-created registrations to make sure all students are assigned 4 domains for testing

Review of the Registration Process

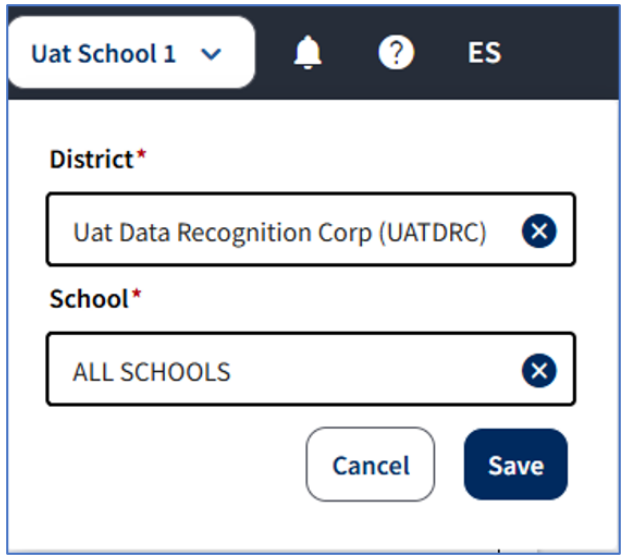
1. If students have accommodations, record them prior to testing
   - Record student accommodations in their registration (see Activity 4)
2. Find Registrations
   - Go to Test Management
   - Select the school
   - Find the registration for the grade you want to test
3. Print test tickets
4. Students may begin testing once the test window opens

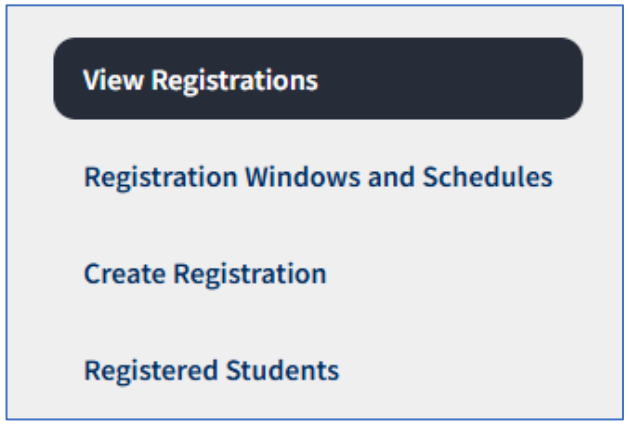
Test Management

- DRC INSIGHT Portal
  - Select **“My Applications,”** Select **“Test Management”**

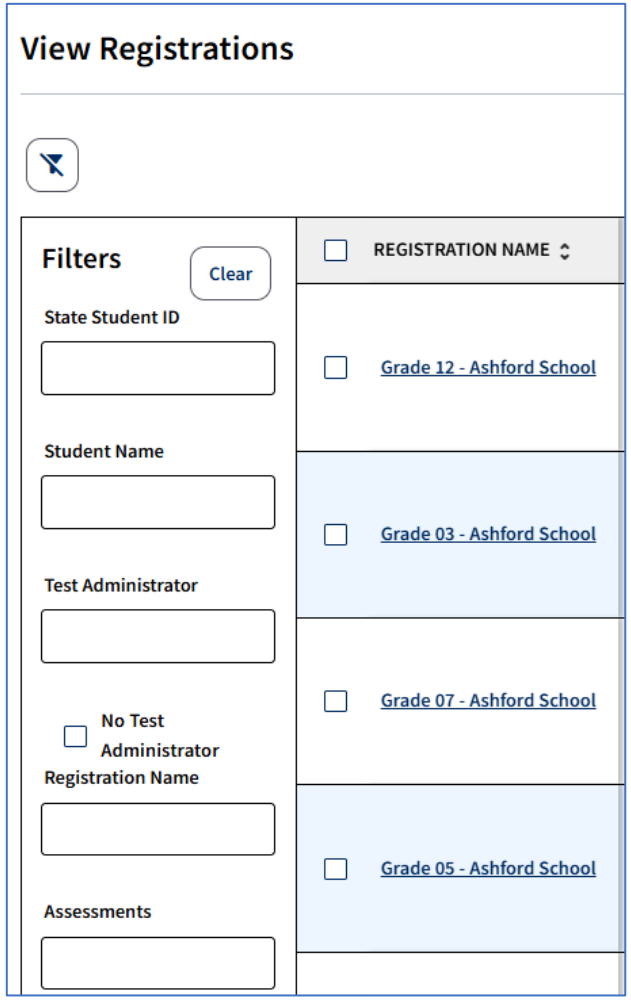


Find a DRC-created Registration





1. To find a registration
   - Choose “School” from the dropdown menu on the top right-hand side of the screen
2. Registrations are available in the View Registrations menu
3. To find a specific registration
   - Fill one or more filters (i.e., Registration Name)
4. Registration list will appear on the right



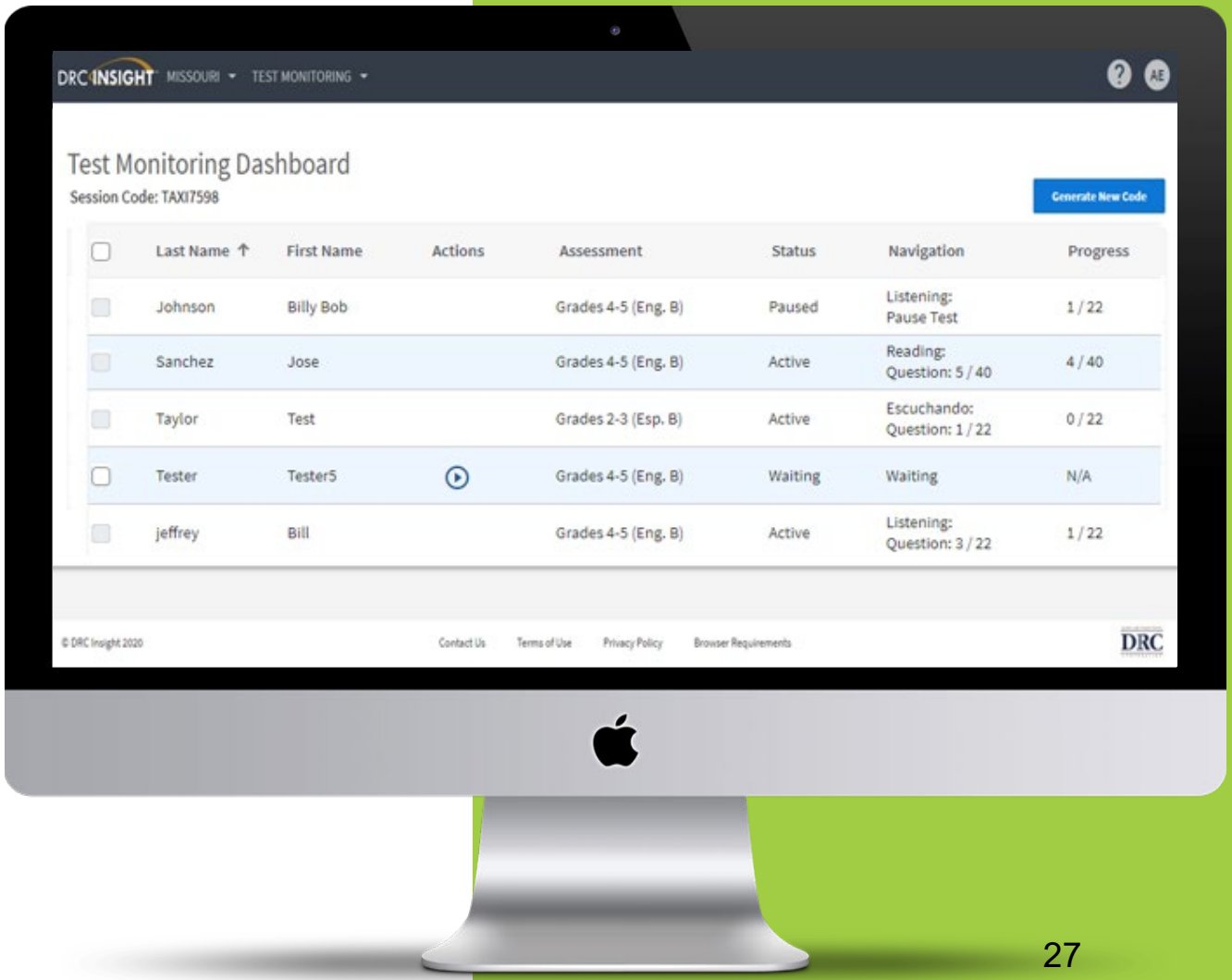
Enhanced Security with the Test Monitoring Application (optional)

The Test Monitoring Application (TMA) allows test administrators to control access to the testing app and securely monitor students' testing status in real-time.

Benefits of TMA:

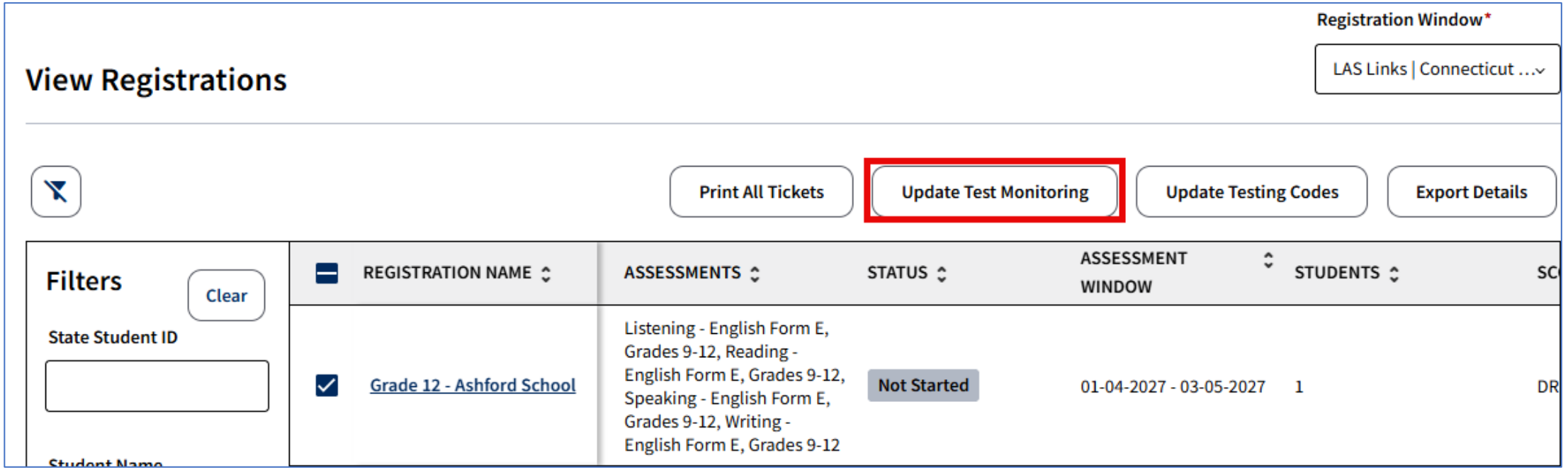
- Students cannot test at home
- Students who remember their username/password cannot test without supervision
- TA's can see how students are progressing through the test on their dashboard

For more detailed guidance on the TMA go the DRC INSIGHT portal under General Information>> Documents>> Connecticut Specific Resources



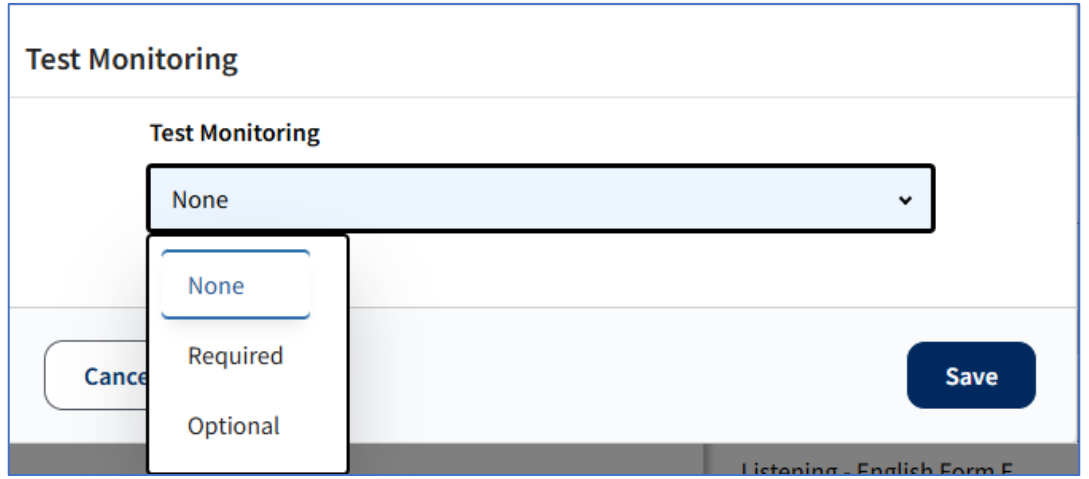
Adding TMA to DRC-created Registrations

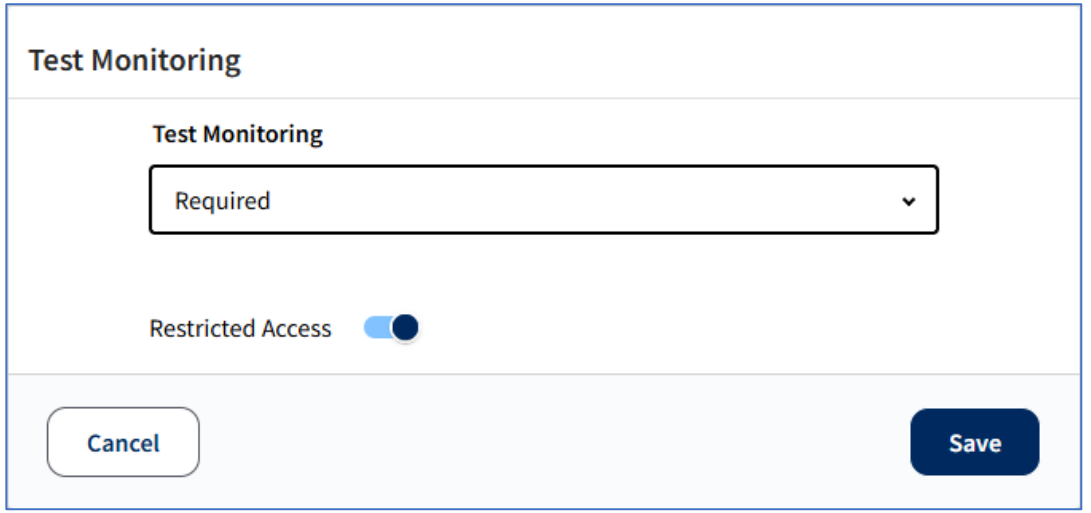
1. Find the Registration and select it
2. Click Update Test Monitoring



TMA Parameters

3. Choose Required or Optional
   - **Required:** student must have a code to enter the test
   - **Optional:** Student, although prompted for a code, will not be required to enter one
4. The Restricted Access toggle will default to Off.
   - Change this to On so the student(s) may not access the test until the TA has granted access during testing.





Student Transfers – 3 Scenarios

1. The student has not started testing
   - The student is moved to the new school/district and added to a new registration.
   - The student is removed from the original registration and the original location.
2. The student has an In Progress test
   - The student moves to the school/district but the test stays in the original registration.
   - The student is not added to a registration at the new school/district.
   - The new school/district will be able to see the previous registration.
   - They will contact the previous school/district to get the original test ticket and will continue testing with the original test ticket.
3. The student has completed testing
   - The student moves to the new school/district and the test stays with the original school/district.
   - The student is not added to a registration at the new school/district.
   - The new school/district will be able to see the previous registration and will see that all subtests were completed.

ELACs Do NOT Create Registrations

- **Registrations should NOT be created by ELACs.**
- DRC is creating registrations for all students identified as EL/ML in PSIS.
- New and updated students are added to DRC-created registrations automatically.
  - Updates include changes in date of birth, last name, or student ID (SASID).
  - Students will be transferred automatically unless they have an In Progress test.
- Students can only be registered in one registration.
  - This ensures that students are not tested twice.

Accommodation Spotlight:
LAS Links
Accessibility



Important Abbreviations and Acronyms

Abbreviation/Acronym	Meaning
APSEP	Approved Private Special Education Program
CT Portal	CT Testing Portal
CT-SEDS	CT Special Education Data System
DA	CSDE District Administrator in TIDE
ELP	English Language Proficiency
INSIGHT Portal	DRC Testing Portal
IDEA	Individuals with Disabilities Education Act
IEP	Individualized Education Program

Important Abbreviations and Acronyms- Continued

Abbreviation/Acronym	Meaning
OTT	Online Tools Training (Practice Test)
PPT	Planning and Placement Team
PSIS	Public School Information System
TA	Test Administrator
TIDE	Test Information Delivery Engine
TMA	DRC's Test Monitoring Application
SASID	State Assigned Student Identifier

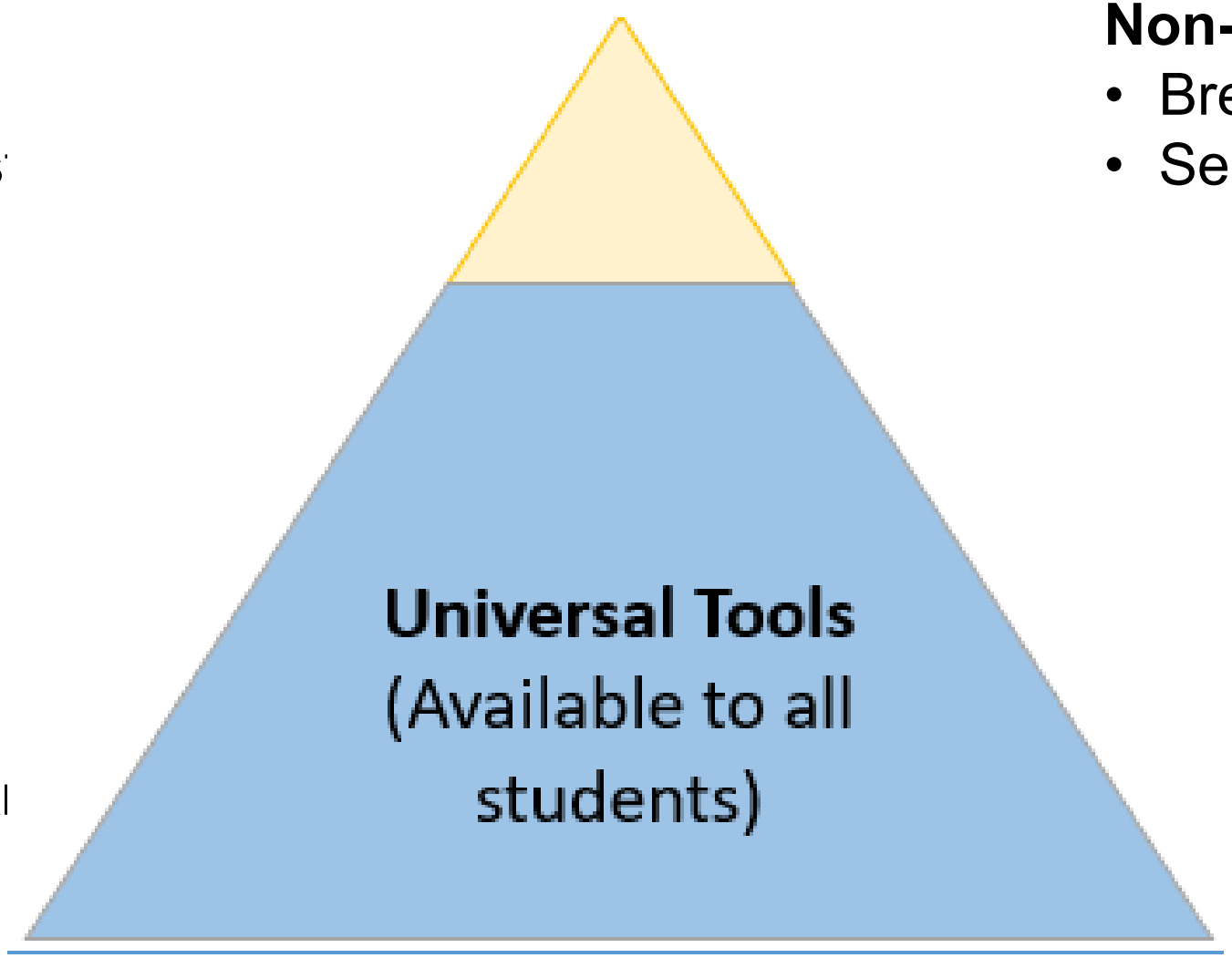
Universal Tools and Accommodations



Universal Tools to Support All Students

Embedded

- Color Choice
- Color Contras
- Cross-Off
- Highlighter
- Sticky Notes
- Line Guide
- Magnifier
- Marking for Review/Flag
- Masking
- Reverse Cont



Non-Embedded

- Breaks
- Separate Setting

2026–27 LAS Links Universal Tools Grades K–12

Universal Tools: [LAS Links Accessibility Chart]

CONNECTICUT Education

LAS Links Accessibility Chart

Universal Tools: Available to All Students

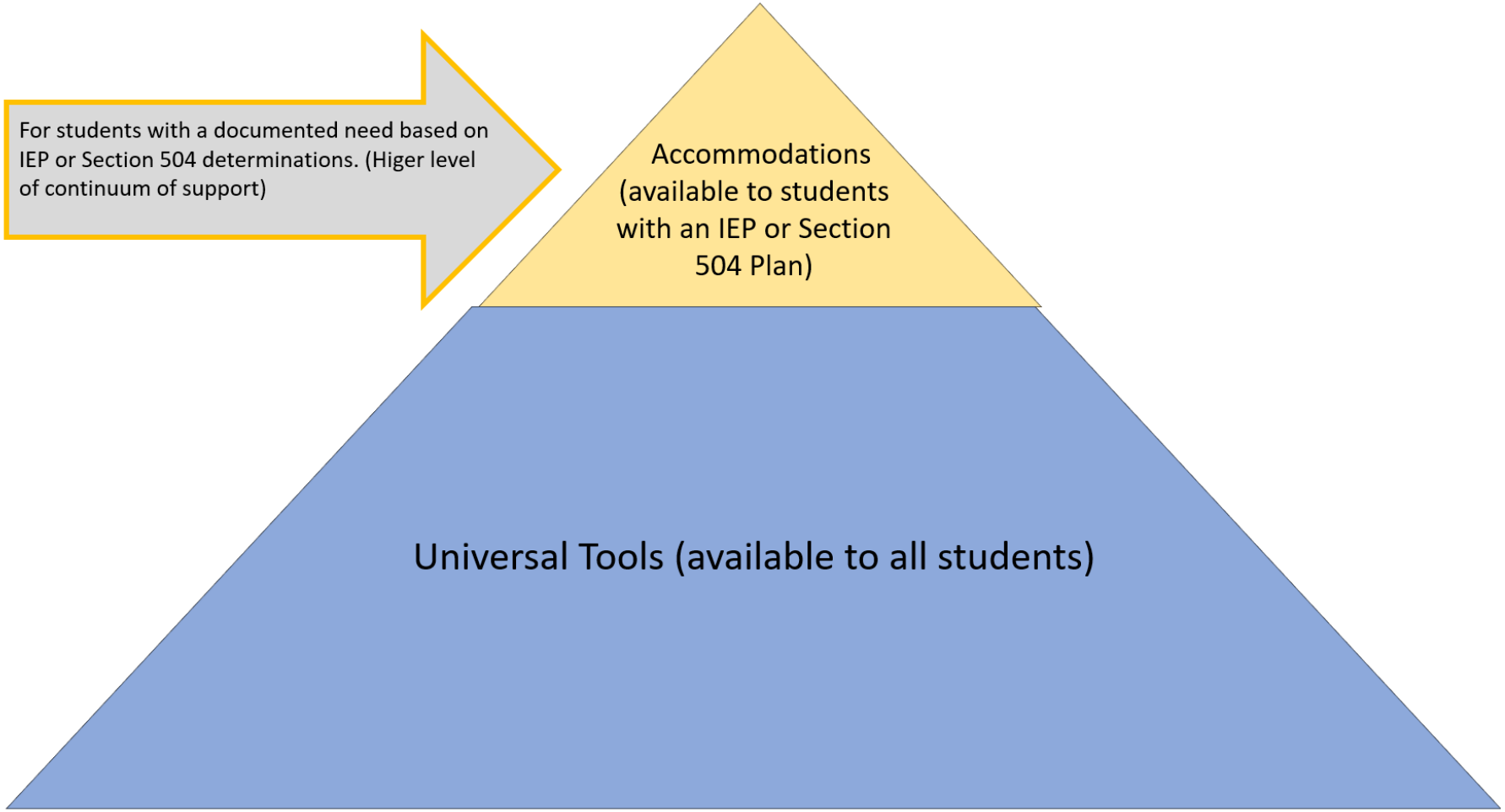
Accommodations: Available to Students with an IEP or Section 504 Plan

Embedded Universal Tools	Non-Embedded Universal Tools	Embedded Accommodations	Non-Embedded Accommodations
Color Choices	Breaks	LAS Links Text-to-Speech (TTS) for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)	LAS Links Read Aloud for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)
Color Contrast	Separate Setting	LAS Links Text-to-Speech for the Reading Domain (Directions and Item Prompts Only) and Writing Domain (Stimuli and Item Prompts) - NEW	LAS Links Read Aloud of Directions and Item Prompts Only Accommodation for the Reading Domain and Writing Domain
Cross-Off		LAS Links Speech-to-Text - NEW	LAS Links Scribe
Highlighter			LAS Links Braille Booklet
Sticky Notes			LAS Links Large Print Booklet
Line Guide			LAS Links Accommodated Paper Form
Magnifier			Alternate Response Option/Manipulating Test Materials
Mark for Review/Flag Reading and Writing			LAS Links Human Signer/Visual Support – Requires LAS Links Accommodated Paper From
Masking			LAS Links Native Language Reader Directions (TAM Only) for all Domains (Non-Embedded Accommodation) - New
Reverse Contrast			

Refer to the LAS Links Test Administration Manual for detailed information on universal tools and accommodations and corresponding documentation and agreements.

LAS Links Accessibility Chart: 2026-2027

Accommodations



Refer to the LAS Links Accessibility Chart for a listing of availability accessibility features.

2026–27 LAS Links Accommodations Grades K–12

Accommodations:
[LAS Links Accessibility Chart]

CONNECTICUT Education

LAS Links Accessibility Chart

Universal Tools: Available to All Students

Accommodations: Available to Students with an IEP or Section 504 Plan

Embedded Universal Tools	Non-Embedded Universal Tools	Embedded Accommodations	Non-Embedded Accommodations
Color Choices	Breaks	LAS Links Text-to-Speech (TTS) for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)	LAS Links Read Aloud for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)
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Cross-Off		LAS Links Speech-to-Text - NEW	LAS Links Scribe
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Reverse Contrast			

Refer to the LAS Links Test Administration Manual for detailed information on universal tools and accommodations and corresponding documentation and agreements.

LAS Links Accessibility Chart: 2026-2027

Accommodation Eligibility and Determination



Eligibility for Accommodations on the LAS Links

Each student participating in the LAS Links **must** meet each of the following components of the eligibility criteria for the LAS Links to be eligible to receive accommodations:

1. Student is identified as an EL/ML in PSIS; AND
2. Student is identified as a student with disabilities either through IDEA or Section 504; AND
3. The need for any accommodation must be documented in the IEP or the Section 504 Plan and is used regularly for instruction and assessment. Student requires one or more of the allowable accommodations described in the LAS Links Test Administration Manual, Appendix B.

IEP or 504 Plan in CT-SEDS

As part of the meeting process, the PPT/Section 504 Team:

- Reviews annually evidence of a need for a specific accommodation across curricular areas and district and state testing.
- Documents accommodations within the State Testing Sections of CT-SEDS for all grades covered by the duration of the plan.
- Ensures the supports are in a finalized and implemented plan in CT-SEDS.

Note: Accommodations **CANNOT** be entered into INSIGHT before the IEP or 504 Plan is finalized and implemented.

Accommodations in Detail



Text Support Accommodations



2026–27 LAS Links Accessibility Features Grades K–12 – Text Supports

In this section we will cover:

- LAS Links TTS Options
- LAS Links Read Aloud Options

[LAS Links Accessibility Chart]

CONNECTICUT Education

LAS Links Accessibility Chart

Universal Tools: Available to All Students

Accommodations: Available to Students with an IEP or Section 504 Plan

Embedded Universal Tools	Non-Embedded Universal Tools	Embedded Accommodations	Non-Embedded Accommodations
Color Choices	Breaks	LAS Links Text-to-Speech (TTS) for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)	LAS Links Read Aloud for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)
Color Contrast	Separate Setting	LAS Links Text-to-Speech for the Reading Domain (Directions and Item Prompts Only) and Writing Domain (Stimuli and Item Prompts) - NEW	LAS Links Read Aloud of Directions and Item Prompts Only Accommodation for the Reading Domain and Writing Domain
Cross-Off		LAS Links Speech-to-Text - NEW	LAS Links Scribe
Highlighter			LAS Links Braille Booklet
Sticky Notes			LAS Links Large Print Booklet
Line Guide			LAS Links Accommodated Paper Form
Magnifier			Alternate Response Option/Manipulating Test Materials
Mark for Review/Flag Reading and Writing			LAS Links Human Signer/Visual Support – Requires LAS Links Accommodated Paper From
Masking			LAS Links Native Language Reader Directions (TAM Only) for all Domains (Non-Embedded Accommodation) - New
Reverse Contrast			

Refer to the LAS Links Test Administration Manual for detailed information on universal tools and accommodations and corresponding documentation and agreements.

LAS Links Accessibility Chart: 2026-2027

LAS Links Reader Options

There are a variety of reader options for students with various access needs.

- LAS Links Text-to-Speech (TTS) Accommodation for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)
- LAS Links Text-to-Speech (TTS) for the Reading Domain (Directions and Item Prompts Only) and Writing Domain (Stimuli and Item Prompts)—**NEW**
- LAS Links Read Aloud Accommodation for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)
- LAS Links Read Aloud of Directions and Item Prompts Only Accommodation for the Reading Domain and Writing Domain

The LAS Links Reader Options Table provides more information about available accommodations.

TTS Features and Function by Domain

Appropriate headphones must be available to the student, unless the student is tested individually in a separate setting.

- **Writing:** Audio playback for directions, item prompts, short stimuli within items, and passages, including text in graphics, charts, and images.
- **Speaking**: Audio playback for directions, item prompts, short stimuli within items, and passages, including text in graphics, charts, and images.
- **Listening**: Audio playback for directions, item prompts, and short stimuli within items, including text in graphics, charts, and images.

TTS Features for the Reading Domain

LAS Links Text-to-Speech (TTS) for the Reading Domain (Directions and Item Prompts Only) and Writing Domain (Stimuli and Item Prompts)—NEW

- **Reading:** TTS reads directions, item prompts, and short in-item stimuli (including text in graphics), but not passages.

LAS Links Text-to-Speech (TTS) for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)

- **Reading:** TTS-P reads directions, item prompts, short stimuli, and passages (including text in graphics).

Guidelines for TTS or Read Aloud of the Reading Domain (Passages and Item Prompts) and Writing Domain

- Text-to-speech and Read Aloud of the LAS Links Reading Domain (Passages and Items) are accommodations for students who cannot access print or text due to a significant visual or print disability.

To determine eligibility, the PPT or Section 504 Team should complete one of these forms to determine eligibility:

- LAS Links Decision Guidelines for Text-to-Speech Accommodation for the Reading Domain (Passages and Items) and Writing Domain (Stimuli and Item Prompts) or;
- LAS Links Documented Evidence for a READ ALOUD Accommodation for the Reading Domain (Passages and Items) and Writing Domain (Stimuli and Item Prompts).

Completed forms should be maintained locally.

Read Aloud Accommodations

- All text is read aloud in English to the student
- 1:1 test setting
- Trained and qualified human reader who follows the LAS Links Read Aloud Accommodation For the Reading Domain Guidelines and who has submitted a signed Security and Confidentiality Agreement.

LAS Links Read Aloud Accommodation for the Reading (Passages and Item Prompts) and Writing (Stimuli and Item Prompts) Domains

Read Aloud accommodation of passages:

- LAS Links Documented Evidence for a READ ALOUD Accommodation for the Reading Domain (Passages and Item Prompts) Teams should review and complete this document.
- If this accommodation is designated, then all text within the Writing Domain, Listening and Speaking Domains are also read aloud in English to the student.

LAS Links Read Aloud of Directions and Item Prompts Only Accommodation for the Reading Domain and Writing Domain

This accommodation is for students who do not have a documented print/visual disability that would qualify them for TTS of the Reading Domain or Read Aloud of the Reading Domain.

Within the Reading Domain:

- **Only** the directions and items are read aloud in English to the student.
- The reader should **not** read the Reading passages.

Within the Writing Domain:

- All text is read aloud in English to the student—directions, stimuli, items, and item response options.

Read Aloud of Select Items on the Listening and Speaking Domains

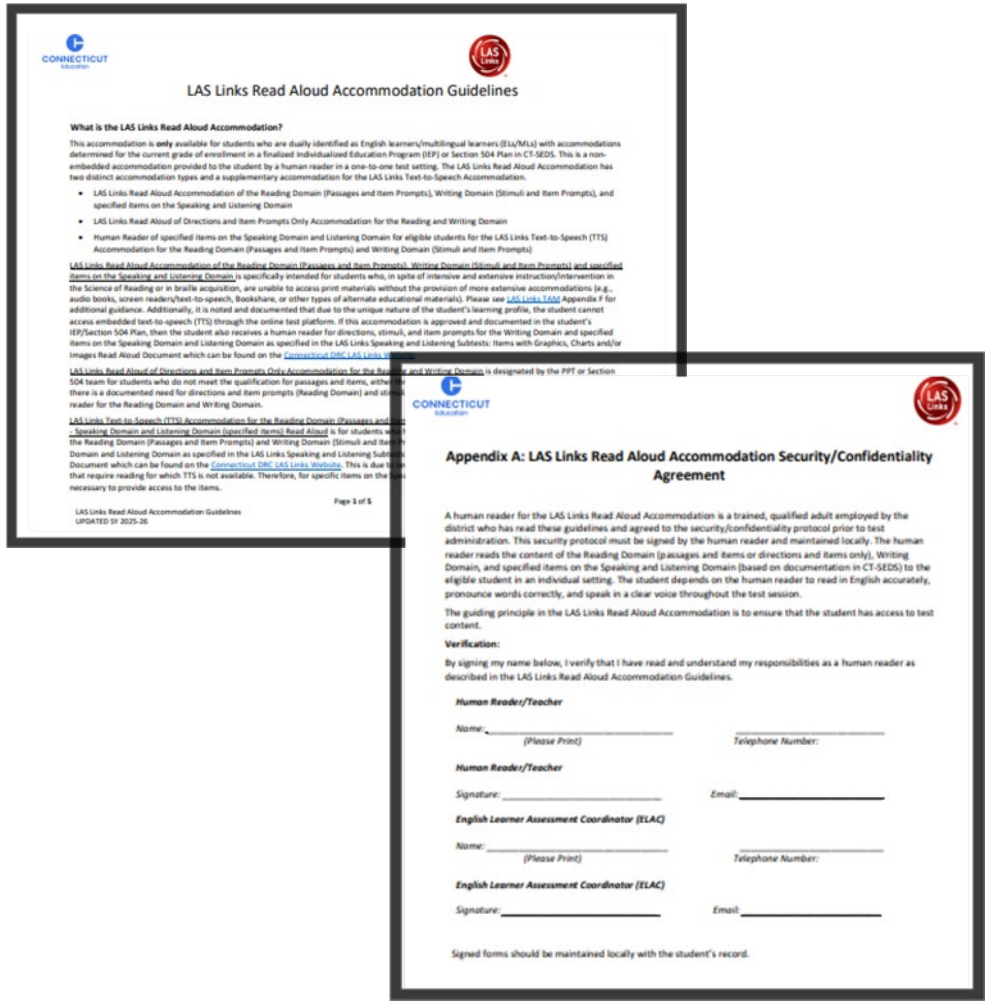
For students who have the of Read Aloud accommodation, human reader is required for specific items on the Speaking and Listening Domains for items including:

- Speaking: directions, item prompts, short stimuli within items, and passages, including text in graphics, charts, and images.
- Listening: directions, item prompts, and short stimuli within items, including text in graphics, charts, and images

LAS Links Read Aloud Accommodation Guidelines and Security/Confidentiality Agreement

- If eligible for a Read Aloud, document in CT-SEDS for associated tests and grades covered by the duration of the plan.
- The qualified individual acting as the reader should review the LAS Links Assessments Read Aloud Guidelines and sign the Test Security/Confidentiality Agreement Form (Appendix A of document). The signed security/attestation form should be maintained locally.

Note: All items are read in English by the human reader.



Human Signer and Accommodated Paper Forms

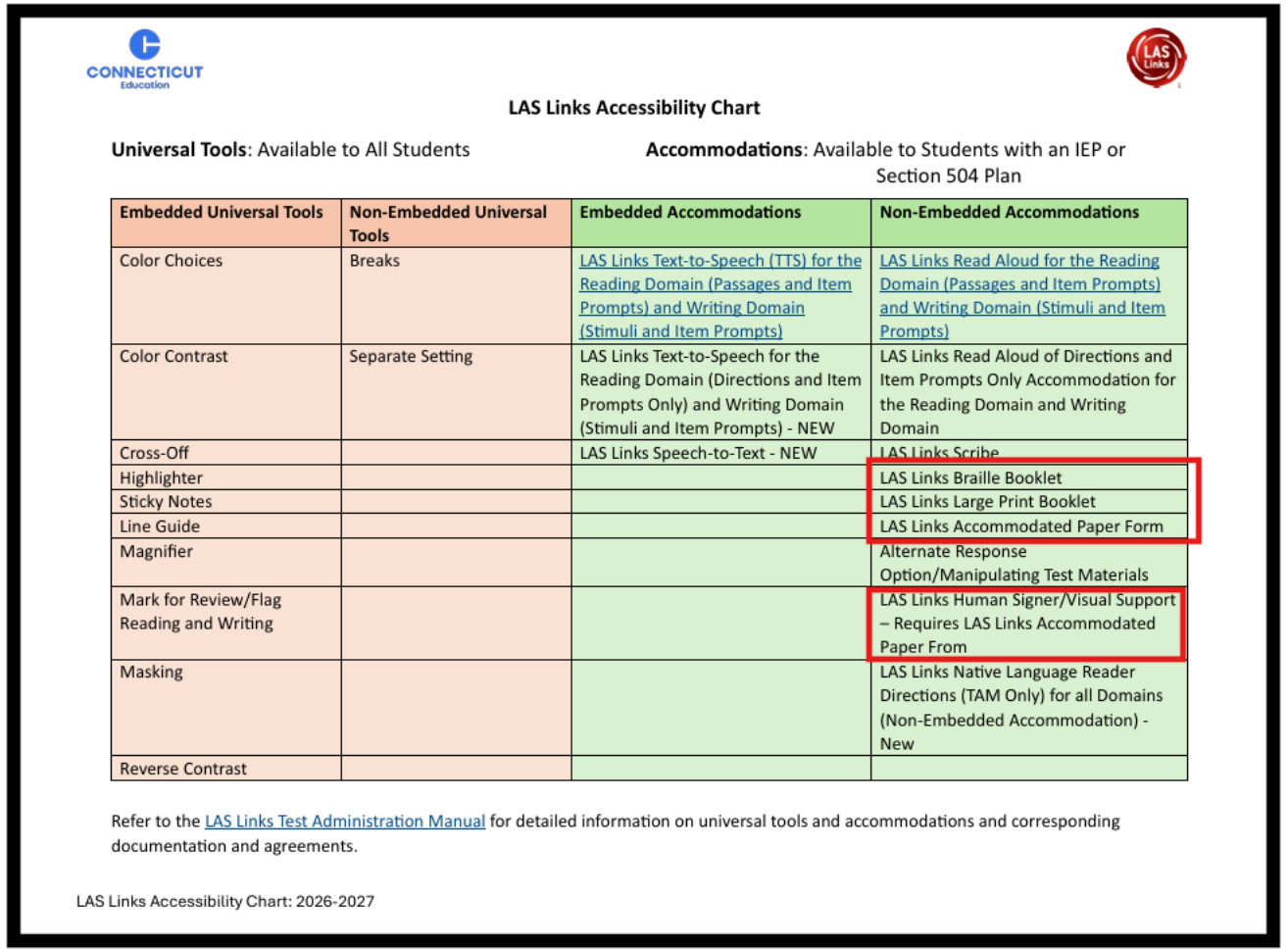


2026–27 LAS Links Human Signer and Paper Forms Grades K–12

In this section we will cover:

- LAS Links Human Signer
- LAS Links Paper Accommodations

[LAS Links Accessibility Chart]



CONNECTICUT Education

LAS Links Accessibility Chart

Universal Tools: Available to All Students

Accommodations: Available to Students with an IEP or Section 504 Plan

Embedded Universal Tools	Non-Embedded Universal Tools	Embedded Accommodations	Non-Embedded Accommodations
Color Choices	Breaks	LAS Links Text-to-Speech (TTS) for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)	LAS Links Read Aloud for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)
Color Contrast	Separate Setting	LAS Links Text-to-Speech for the Reading Domain (Directions and Item Prompts Only) and Writing Domain (Stimuli and Item Prompts) - NEW	LAS Links Read Aloud of Directions and Item Prompts Only Accommodation for the Reading Domain and Writing Domain
Cross-Off		LAS Links Speech-to-Text - NEW	LAS Links Scribe
Highlighter			LAS Links Braille Booklet
Sticky Notes			LAS Links Large Print Booklet
Line Guide			LAS Links Accommodated Paper Form
Magnifier			Alternate Response Option/Manipulating Test Materials
Mark for Review/Flag Reading and Writing			LAS Links Human Signer/Visual Support – Requires LAS Links Accommodated Paper From
Masking			LAS Links Native Language Reader Directions (TAM Only) for all Domains (Non-Embedded Accommodation) - New
Reverse Contrast			

Refer to the LAS Links Test Administration Manual for detailed information on universal tools and accommodations and corresponding documentation and agreements.

LAS Links Accessibility Chart: 2026-2027

LAS Links Human Signer/Visual Support Accommodation

- Students are tested individually.
- If necessary, a sign language interpreter may assist in test administration by providing directions and clarifying information.
- Qualified test administrator to sign or provide visual language support for the reading passages to a student who is deaf or hard of hearing with a print disability.
- Requires the LAS Links Accommodated Paper Test Form to access the transcript for the Listening Domain.
- All four domains will need to be completed on the paper form.

LAS Links Paper Options

- Form E for the 2026–27 Administration.
- All four domains must be completed on the paper form.
- After completing the required Online Paper Order Training for ELACs, the paper form must be ordered in advance of the testing window.
- Students should be tested individually by a trained test administrator familiar with the student's accommodations.
- Student responses must be transcribed into INSIGHT by **March 5, 2027**.
- Test Administrators need to be familiar with the Online Paper Transcription Guidance in Appendix B of the TAM.

Accommodations: Accommodated Paper Test Form

- Intended for students who required use of paper presentation and/or response options due to a disability.
- If a student qualifies for the LAS Links Human Signer/Visual Support accommodation, the Accommodated Paper Test Form will be needed to access a transcript for the Listening test.

Accommodations: LAS Links Braille Booklet

Braille testing:

- The brialle booklet is a Unified English Braille (UEB) Contracted fixed-form paper test booklet,
- All content is presented in braille,
- A trained test administrator familiar with the student's accommodations, and
- Braille audio is for all subtests.
- The LAS Links Form C Audio Files - Braille are located in the DRC INSIGHT Portal in General Information>>Documents>>Assessment Resources.

Accommodations: LAS Links Large Print Booklet

- Typically used by students who have print disabilities who can’t access the online test.
- An enlarged paper fixed-form test booklet with 18-point or larger font size.

Language, Manipulating Materials, and Written Production Support

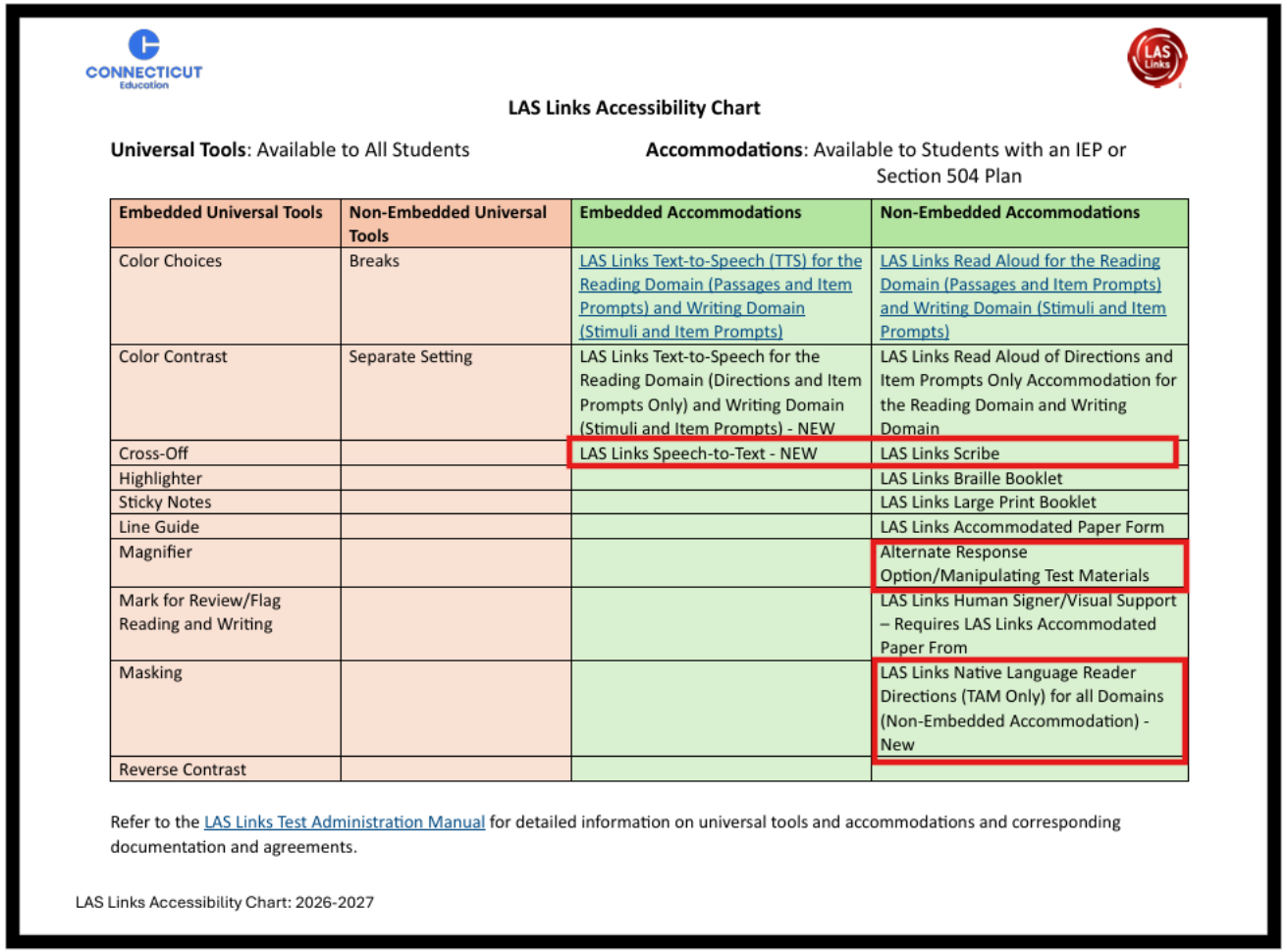


2026–27 Language, Manipulating Materials, and Written Production Supports

In this section we will cover:

- LAS Links Scribe
- LAS Links Speech-to-Text
- Alternate Response Option/Manipulating Test Materials
- LAS Links Native Language Reader Directions (TAM Only)

[LAS Links Accessibility Chart]



CONNECTICUT Education

LAS Links Accessibility Chart

Universal Tools: Available to All Students

Accommodations: Available to Students with an IEP or Section 504 Plan

Embedded Universal Tools	Non-Embedded Universal Tools	Embedded Accommodations	Non-Embedded Accommodations
Color Choices	Breaks	LAS Links Text-to-Speech (TTS) for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)	LAS Links Read Aloud for the Reading Domain (Passages and Item Prompts) and Writing Domain (Stimuli and Item Prompts)
Color Contrast	Separate Setting	LAS Links Text-to-Speech for the Reading Domain (Directions and Item Prompts Only) and Writing Domain (Stimuli and Item Prompts) - NEW	LAS Links Read Aloud of Directions and Item Prompts Only Accommodation for the Reading Domain and Writing Domain
Cross-Off		LAS Links Speech-to-Text - NEW	LAS Links Scribe
Highlighter			LAS Links Braille Booklet
Sticky Notes			LAS Links Large Print Booklet
Line Guide			LAS Links Accommodated Paper Form
Magnifier			Alternate Response Option/Manipulating Test Materials
Mark for Review/Flag Reading and Writing			LAS Links Human Signer/Visual Support – Requires LAS Links Accommodated Paper From
Masking			LAS Links Native Language Reader Directions (TAM Only) for all Domains (Non-Embedded Accommodation) - New
Reverse Contrast			

Refer to the LAS Links Test Administration Manual for detailed information on universal tools and accommodations and corresponding documentation and agreements.

LAS Links Accessibility Chart: 2026-2027

LAS Links Speech-to-Text Accommodation

Speech-to-Text (STT) is a third-party software that uses voice recognition to convert speech into written text in applications and text boxes.

- LAS Links will be supporting STT on **Windows** only.
- LAS Links is not currently supporting STT on MacOS, iPad, Google Chrome, or other operating systems. The Scribe accommodation (SC) is available for students who use a Mac, iPad, or Chromebook as their primary device.

Speech-to-Text Accommodation – Supported Windows Software

LAS Links supports the following Windows Software Applications:

- Windows **Voice Access**
- Windows **Read&Write** software (Talk&Type only)
  - Do not use Text-to-Speech, Translator, Screenshot Reader, Dictionary, Prediction, Check It, or any other Read&Write tools.

Setting up Windows Devices for STT

- Prior to testing on Windows devices, district/school staff will need to ensure that the device has the supported assistive technology enabled with the appropriate security settings applied to utilize DRC INSIGHT's Permissive Mode.
- For information about using DRC INSIGHT in permissive mode, refer to the *Tech Bulletin: DRC INSIGHT Permissive Mode*, available in the DRC INSIGHT Portal under General Information > Documents > Technology Resources. For guidance on configuring and using Voice Access or Read&Write, consult the documentation provided by the respective software vendor.
- The test administrator should monitor use throughout the session.

LAS Links Scribe Accommodation

A scribe is an educator who writes/types student responses provided verbally or American Sign Language (ASL), braille, or assistive communication device.

Scribes must:

- **Administer the assessment in an individual test setting.**
- Be trained and must review the LAS Links Scribe Protocol.
- Complete the Security/Confidentiality Agreement Form included on the last page of the protocol document.

Accommodations: Alternate Response Option/ Manipulating Test Materials

- Provided to the student individually.
- May include adapted keyboards, large keyboards, Sticky Keys, Mouse Keys, Filter Keys, adapted mouse, touch screen, head wand, and switches.
- In some cases, the test administrator acts as a navigator within the test delivery system.

LAS Links Native Language Reader of Test Directions (TAM only) (Non-Embedded Accommodation)—New

- The Test Administrator provides clarification of directions located in Appendix C of the TAM only in the student's native language.
- **No other portions** of the LAS Links can be provided in the student's native language.
- Can be tested in a small group with students who have the same accommodation and native language.

LAS Links Accommodation Resources



Resources to Support Accessibility Decisions CSDE Page

English Language Proficiency Assessment – LAS Links CSDE Document page

- LAS Links Accessibility Chart
- LAS Links Reader Options Table
- LAS Links Decision Guidelines for Text-to-Speech Accommodation for the Reading Domain
- LAS Links Documented Evidence for a Read Aloud Accommodation for the Reading Domain

More CSDE Resources to Support Accessibility Decisions

English Language Proficiency Assessment – LAS Links CSDE Document page

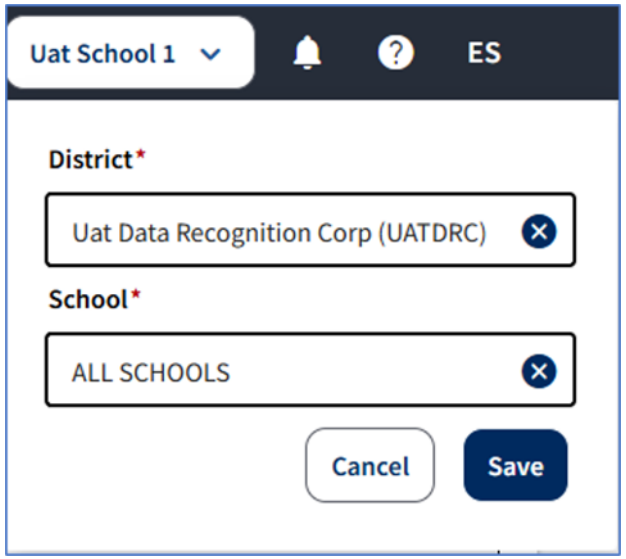
- LAS Links Read Aloud Accommodation for the Reading Domain Guidelines and Security/Confidentiality Agreement
- LAS Links Scribe Accommodation - Protocol and Security/Confidentiality Form
- LAS Links Accommodation Correlation to Smarter Balanced and NGSS Accessibility Supports

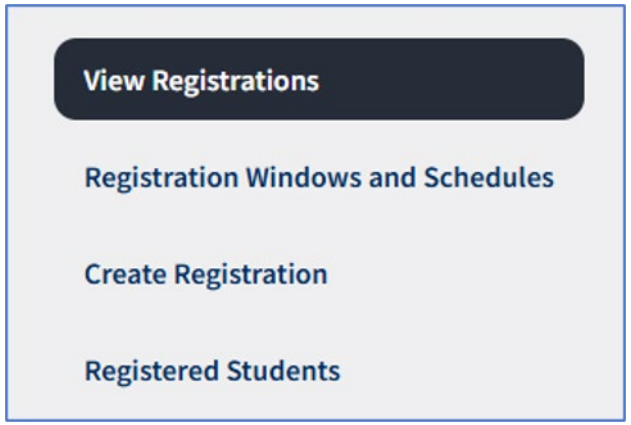
Training Part 1:
Pre-Test Activities

Activity 4:
Recording Student Accommodations



Finding a Student to Record an Accommodation





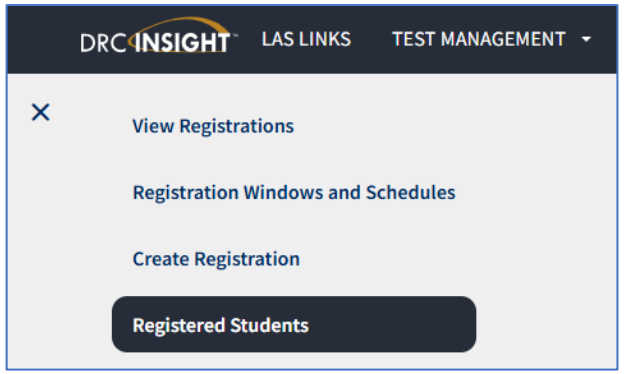
To add student accommodations, go to Test Management and find the student in registrations

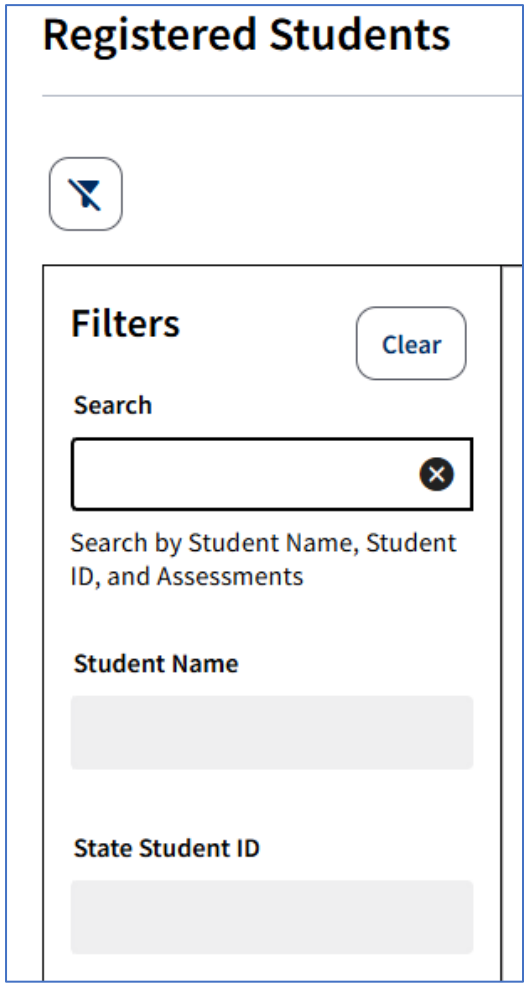
1. To find a registration
   - Choose “School” from the dropdown menu on the top right-hand side of the screen
2. Registrations are available in the View Registrations menu
   - Select a registration to see student details

Finding a Registered Student

Here is a shortcut to quickly find a student

1. Select Registered Students
   - Fill one or more filters (i.e., Student Name or State Student ID/SASID)
   - Student details will appear on the right



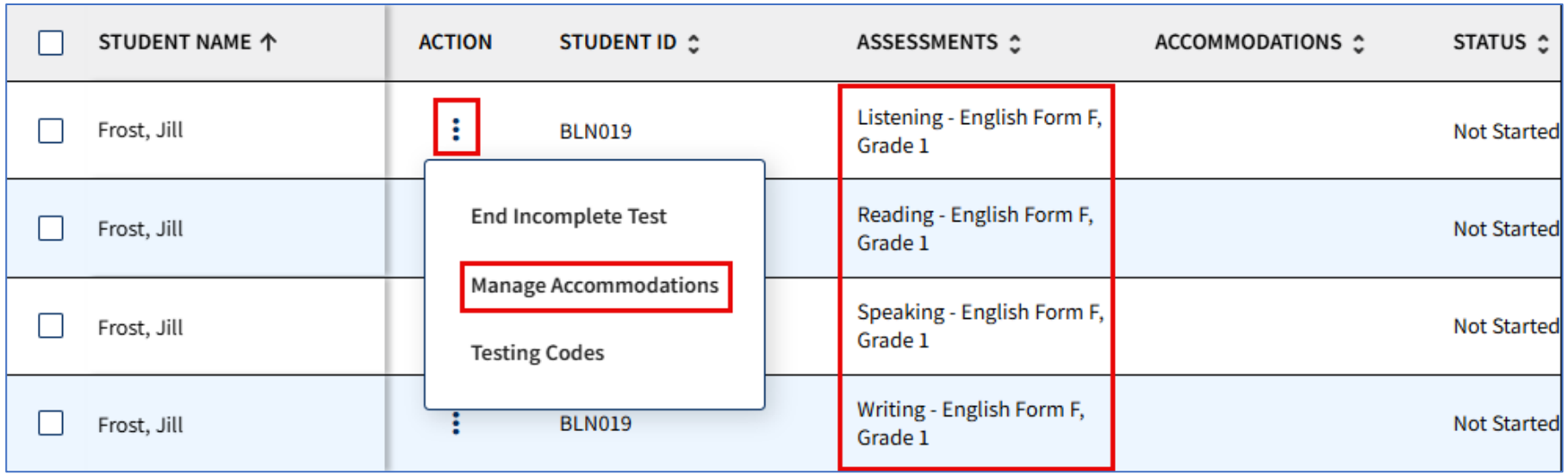


Recording Accommodations

Accommodations for a student must be entered for **all 4 domains prior to testing**.

Repeat the following steps for Speaking, Listening, Reading, and Writing.

1. Select the Action button
2. Select Manage Accommodations
3. Select approved accommodations from the list and save



Approved Accommodation List

Accommodation type	Abbreviation
Text-to-Speech	TTS
Text-to-Speech (with Reading passages)	TTS-P
Speech-to-Text	STT
Transcription — Regular Print	PR-T
Transcription — Large Print	LP-T
Transcription — Braille	BR-T
Manipulating Test Materials	MTM
Read Aloud Items Only	RA-I
Read Aloud (with Reading passages)	RA-P
Use a Scribe to Record Student's Response	SC
Sign Language	SL
Read Directions in Native Language	RDNL
Other	Other

Checking Accommodations

When you are done recording accommodations, check that all four domains have accommodations listed in the Accommodations column

Frost, Jill	JFROST1	TINY8269	Reading	TTS-P	
Frost, Jill	JFROST1	TINY8269	Listening	TTS	
Frost, Jill	JFROST1	TINY8269	Speaking	TTS	
Frost, Jill	JFROST1	TINY8269	Writing	TTS	

Warning: when a student has started testing, you can no longer edit accommodations. You will need to submit an irregularity and the student will have to retest.

Notes on Speech-to-Text

Speech-to-Text (STT) is a third-party software that uses voice recognition to convert speech into written text in applications and text boxes. To use STT during testing, the assistive technology software must be installed, configured, and activated on the student's testing device *before* the assessment begins.

- Record the STT accommodation in the DRC INSIGHT Portal
- LAS Links will be supporting STT on **Windows** only
- LAS Links supports the built-in Windows setting called **Voice Access**, as well as the Talk&Type feature of the **Read&Write** software
- LAS Links is not currently supporting STT on MacOS, iPad, Google Chrome, or other operating systems. The Scribe accommodation (SC) is available for students who use a Mac, iPad, or Chromebook as their primary device

Setting up Windows Devices for STT

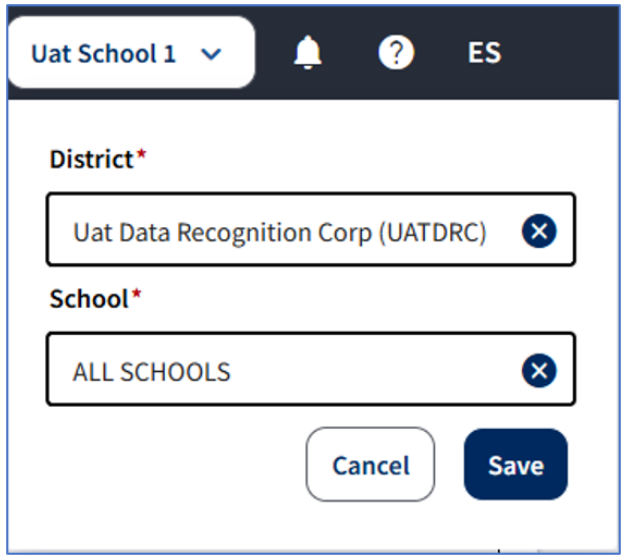
- For Speech-to-Text, use Talk&Type only.
  - Do not use Text-to-Speech, Translator, Screenshot Reader, Dictionary, Prediction, Check It, or any other Read&Write tools.
  - The test administrator should monitor use throughout the session.
  - Students who use the STT accommodation should be familiar with the tool because it is identified in a student's IEP or 504 Plan and used in the classroom setting.
- Prior to testing on Windows devices, district/school staff will need to ensure that the device has the supported assistive technology enabled with the appropriate security settings applied to utilize DRC INSIGHT's Permissive Mode.
  - For information about using DRC INSIGHT in permissive mode, refer to the *Tech Bulletin: DRC INSIGHT Permissive Mode*, available in the DRC INSIGHT Portal under General Information > Documents > Technology Resources. For guidance on configuring and using Voice Access or Read&Write, consult the documentation provided by the respective software vendor.

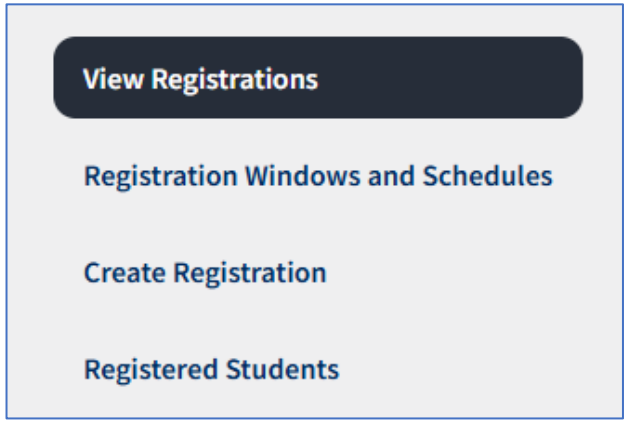
Training Part 1:
Pre-Test Activities

Activity 5:
Printing Test Tickets

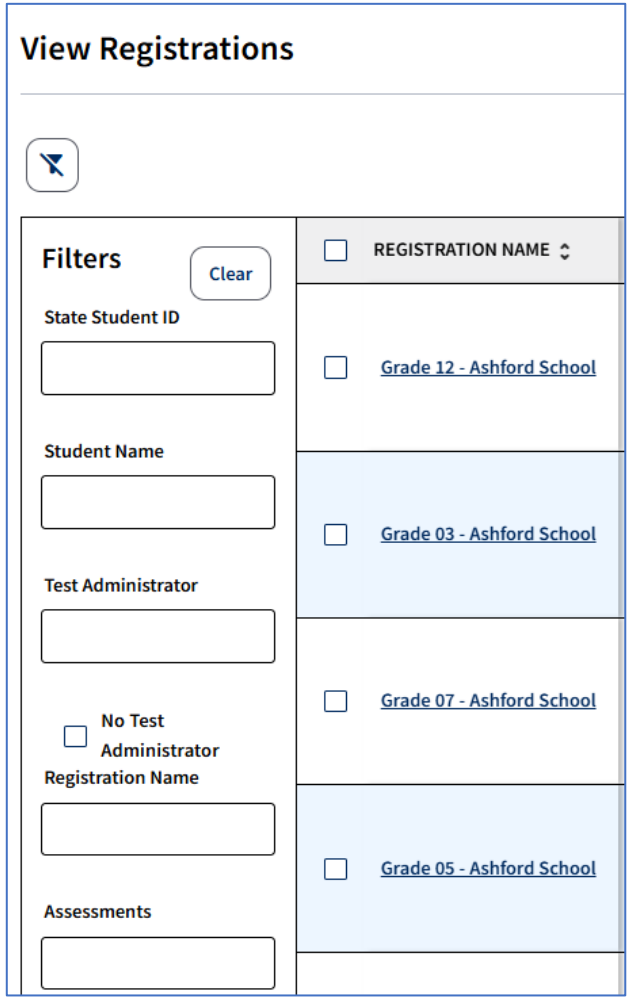


Finding a DRC-created Registration





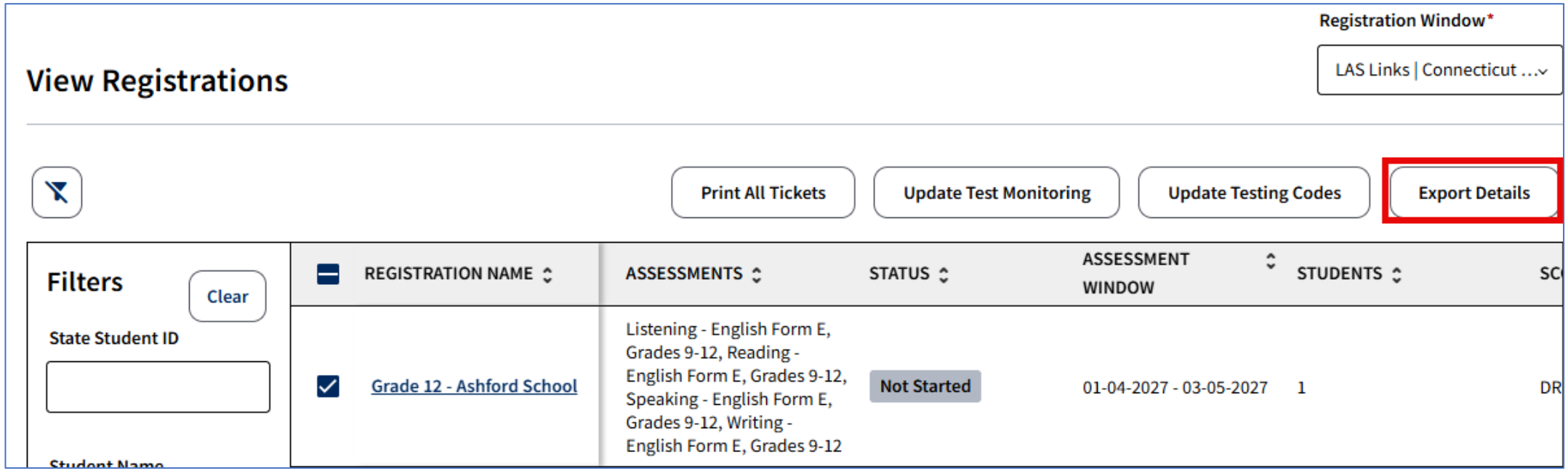
1. To find a registration
   - Choose “School” from the dropdown menu on the top right-hand side of the screen
2. Registrations are available in the View Registrations menu
3. To find a specific registration
   - Fill one or more filters (i.e., Registration Name)
4. Registration list will appear on the right



Validate Accommodations One More Time

To check all students in a registration have the appropriate accommodations

1. Select the registration
2. Click the Export Details button



Final Check

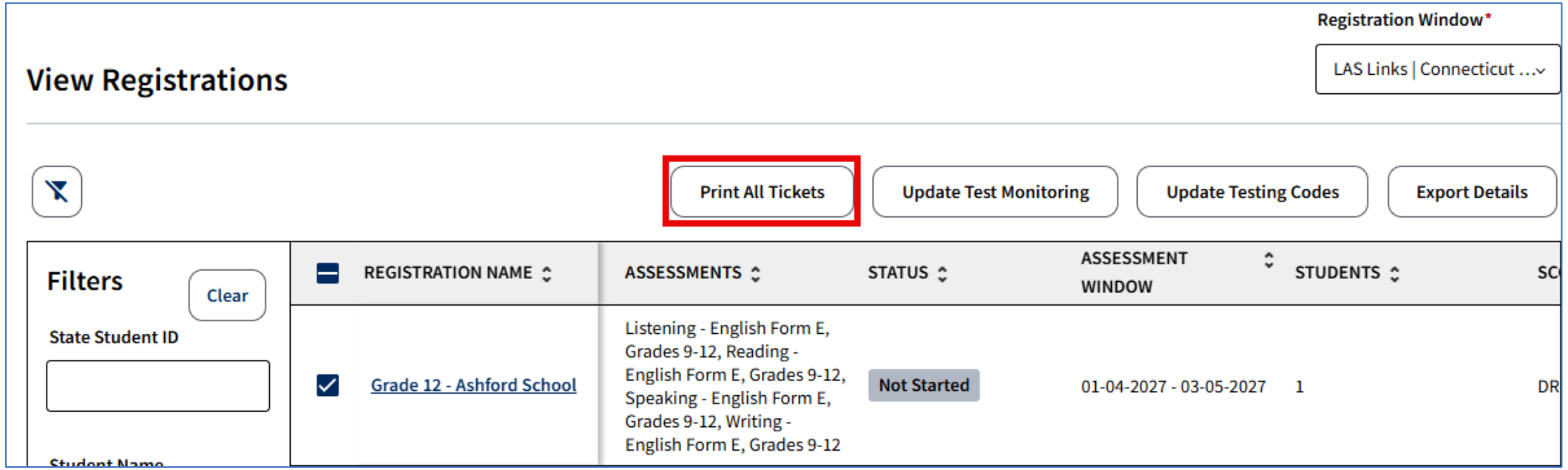
3. Click Download in your browser
4. Open the csv file
5. Validate that students with approved accommodations have them listed in 4 domains
6. If an accommodation is missing on a subtest, go back to Activity 4 to add it before printing test tickets

Assessme	Begin Dat	End Date	Student La	Student Fi	Date of Birth	State Stud	Grade	User Nam	Password	Status	Form	Date Start	Date Com	Testing Co	Accommo	Test Moni	Restricted
Reading	7/20/2026	########	Frost	Jill	10/12/2019	BLN019	01	JFROST1	TINY8269	Not Started					TTS-P	None	Off
Listening	7/20/2026	########	Frost	Jill	10/12/2019	BLN019	01	JFROST1	TINY8269	Not Started					TTS	None	Off
Speaking	7/20/2026	########	Frost	Jill	10/12/2019	BLN019	01	JFROST1	TINY8269	Not Started					TTS	None	Off
Writing	7/20/2026	########	Frost	Jill	10/12/2019	BLN019	01	JFROST1	TINY8269	Not Started					TTS	None	Off
Writing	7/20/2026	########	Roe	Mac	11/3/2017	BLN002	01	MROE1	FACT3404	Not Started					TTS	None	Off
Reading	7/20/2026	########	Daytan	Meta	8/28/2020	CB111111	01	MDAYTAN	ROCK9552	Not Started					TTS	None	Off
Listening	7/20/2026	########	Daytan	Meta	8/28/2020	CB111111	01	MDAYTAN	ROCK9552	Not Started					TTS	None	Off
Speaking	7/20/2026	########	Daytan	Meta	8/28/2020	CB111111	01	MDAYTAN	ROCK9552	Not Started					TTS	None	Off
Reading	7/20/2026	########	Freeze	Jack	9/12/2019	BLN024	01	JFREEZE1	HOST3113	Not Started					TTS, SC, SL	None	Off
Listening	7/20/2026	########	Freeze	Jack	9/12/2019	BLN024	01	JFREEZE1	HOST3113	Not Started					TTS, SC, SL	None	Off
Speaking	7/20/2026	########	Freeze	Jack	9/12/2019	BLN024	01	JFREEZE1	HOST3113	Not Started					TTS, SC, SL	None	Off
Writing	7/20/2026	########	Freeze	Jack	9/12/2019	BLN024	01	JFREEZE1	HOST3113	Not Started					TTS, SC, SL	None	Off
Reading	7/20/2026	########	Twin	Stan	7/29/2019	BLN020	01	STWIN1	MAIL4958	Not Started						None	Off
Listening	7/20/2026	########	Twin	Stan	7/29/2019	BLN020	01	STWIN1	MAIL4958	Not Started						None	Off
Speaking	7/20/2026	########	Twin	Stan	7/29/2019	BLN020	01	STWIN1	MAIL4958	Not Started						None	Off
Writing	7/20/2026	########	Twin	Stan	7/29/2019	BLN020	01	STWIN1	MAIL4958	Not Started						None	Off

Printing Test Tickets

To print all test tickets for students in a registration

1. Select the registration
2. Click the Print All Tickets button



Test Tickets

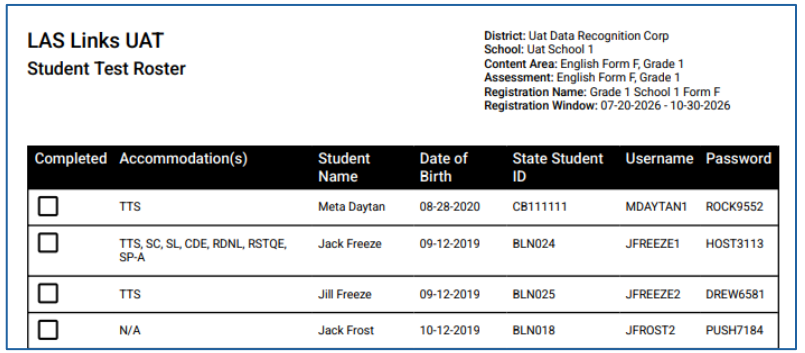
Administrator will generate a Test Ticket that includes:

Student Roster is for the Administrator

- Entire roster of students taking that registration
- Students' name, date of birth, student ID (SASID), username and password credentials

Test Ticket is for the Student

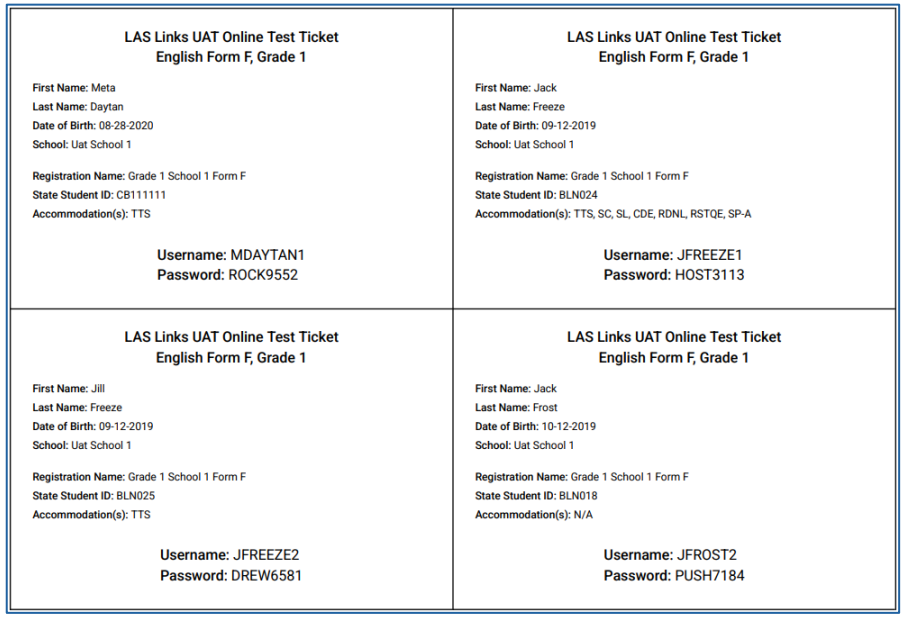
- Contains the test form, accommodations, student ID (SASID), username and password credentials
- Note: there is one test ticket for 4 subtests
- Test tickets are secure materials and should be stored in a locked drawer or cabinet
- You will need to collect test tickets and store them securely after each subtest is administered



LAS Links UAT
Student Test Roster

District: Uat Data Recognition Corp
School: Uat School 1
Content Area: English Form F, Grade 1
Assessment: English Form F, Grade 1
Registration Name: Grade 1 School 1 Form F
Registration Window: 07-20-2026 - 10-30-2026

Completed	Accommodation(s)	Student Name	Date of Birth	State Student ID	Username	Password
☐	TTS	Meta Daytan	08-28-2020	CB111111	MDAYTAN1	ROCK9552
☐	TTS, SC, SL, CDE, RDNL, RSTQE, SP-A	Jack Freeze	09-12-2019	BLN024	JFREEZE1	HOST3113
☐	TTS	Jill Freeze	09-12-2019	BLN025	JFREEZE2	DREW6581
☐	N/A	Jack Frost	10-12-2019	BLN018	JFROST2	PUSH7184



LAS Links UAT Online Test Ticket
English Form F, Grade 1

First Name: Meta
Last Name: Daytan
Date of Birth: 08-28-2020
School: Uat School 1

Registration Name: Grade 1 School 1 Form F
State Student ID: CB111111
Accommodation(s): TTS

Username: MDAYTAN1
Password: ROCK9552

LAS Links UAT Online Test Ticket
English Form F, Grade 1

First Name: Jack
Last Name: Freeze
Date of Birth: 09-12-2019
School: Uat School 1

Registration Name: Grade 1 School 1 Form F
State Student ID: BLN024
Accommodation(s): TTS, SC, SL, CDE, RDNL, RSTQE, SP-A

Username: JFREEZE1
Password: HOST3113

LAS Links UAT Online Test Ticket
English Form F, Grade 1

First Name: Jill
Last Name: Freeze
Date of Birth: 09-12-2019
School: Uat School 1

Registration Name: Grade 1 School 1 Form F
State Student ID: BLN025
Accommodation(s): TTS

Username: JFREEZE2
Password: DREW6581

LAS Links UAT Online Test Ticket
English Form F, Grade 1

First Name: Jack
Last Name: Frost
Date of Birth: 10-12-2019
School: Uat School 1

Registration Name: Grade 1 School 1 Form F
State Student ID: BLN018
Accommodation(s): N/A

Username: JFROST2
Password: PUSH7184

Part 2: During-Testing Activities



Training Part 2: Student Readiness and Proctoring the Test

Activity 1: The Student Practice Test



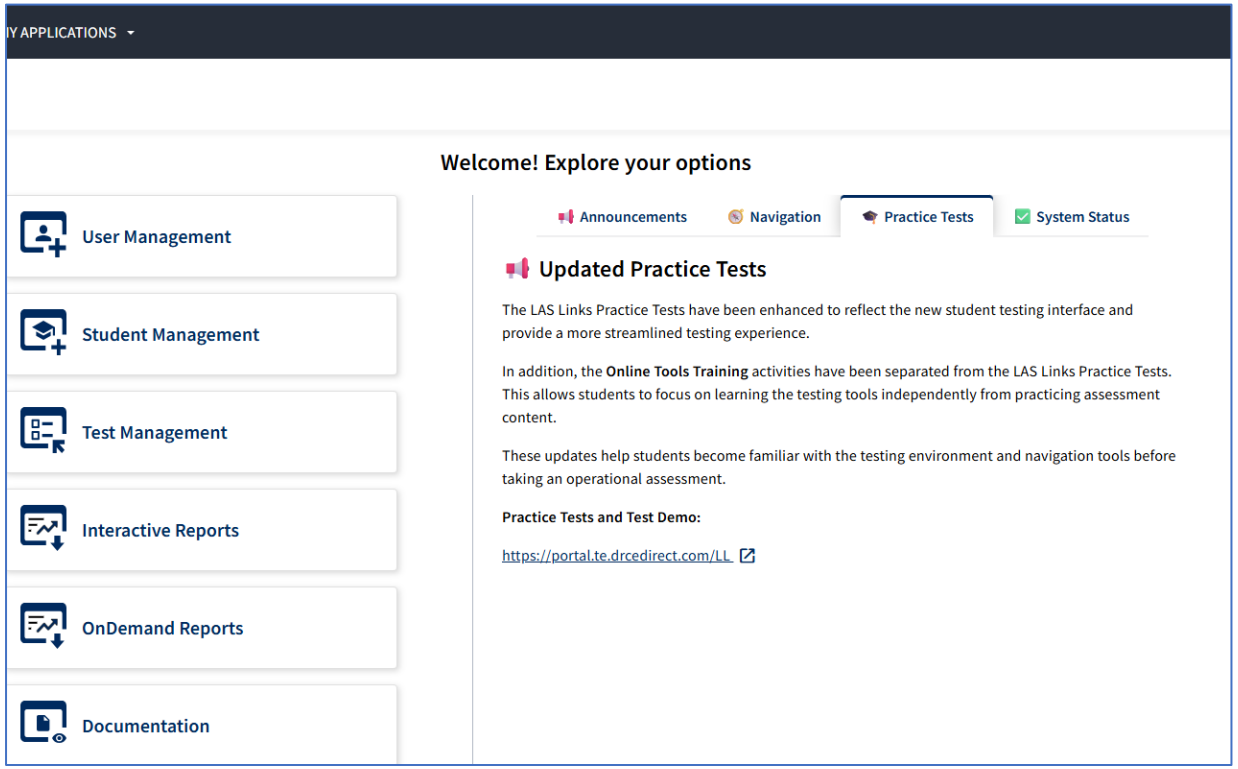
Updated LAS Links Practice Test and Test Demo

Practice Test

- Updated for 2027
- Reflects new enhanced student interface

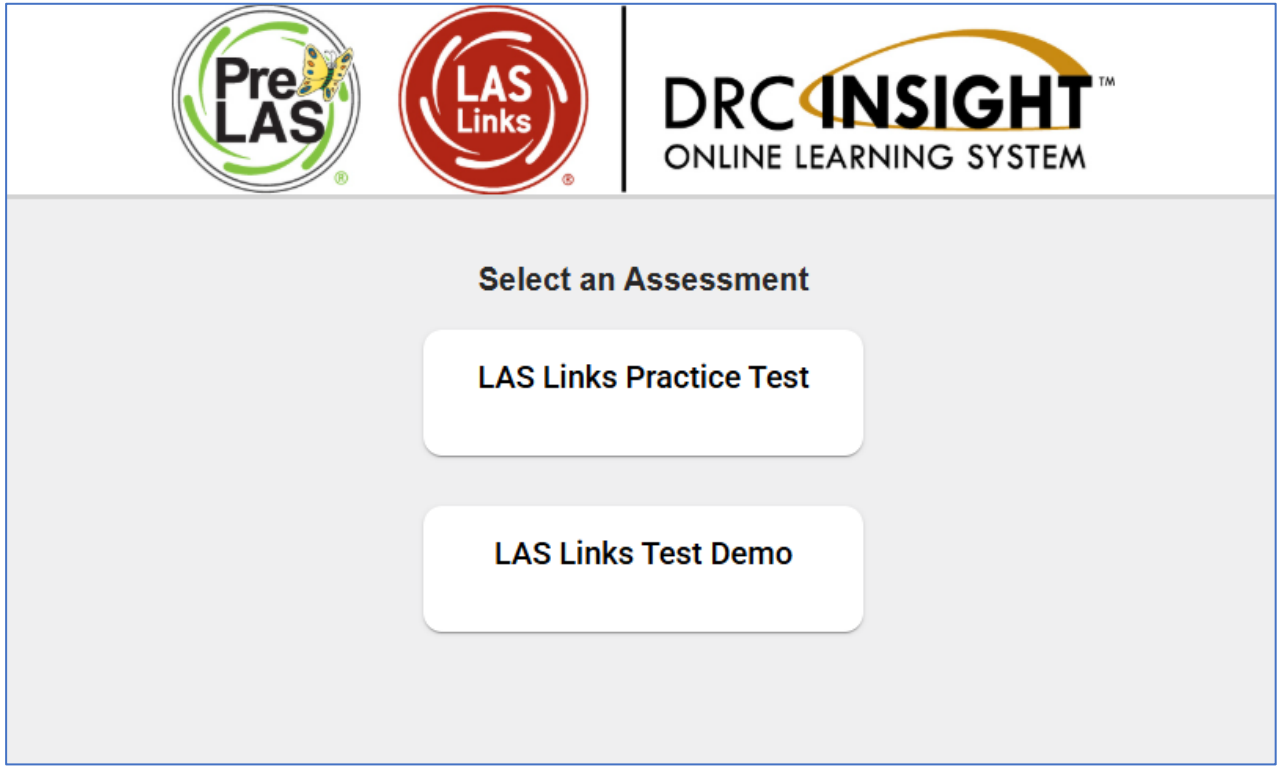
Test Demo

- Videos demonstrate the enhanced student experience and navigation
- Click the direct link https://portal.te.drcedirect.com/LL



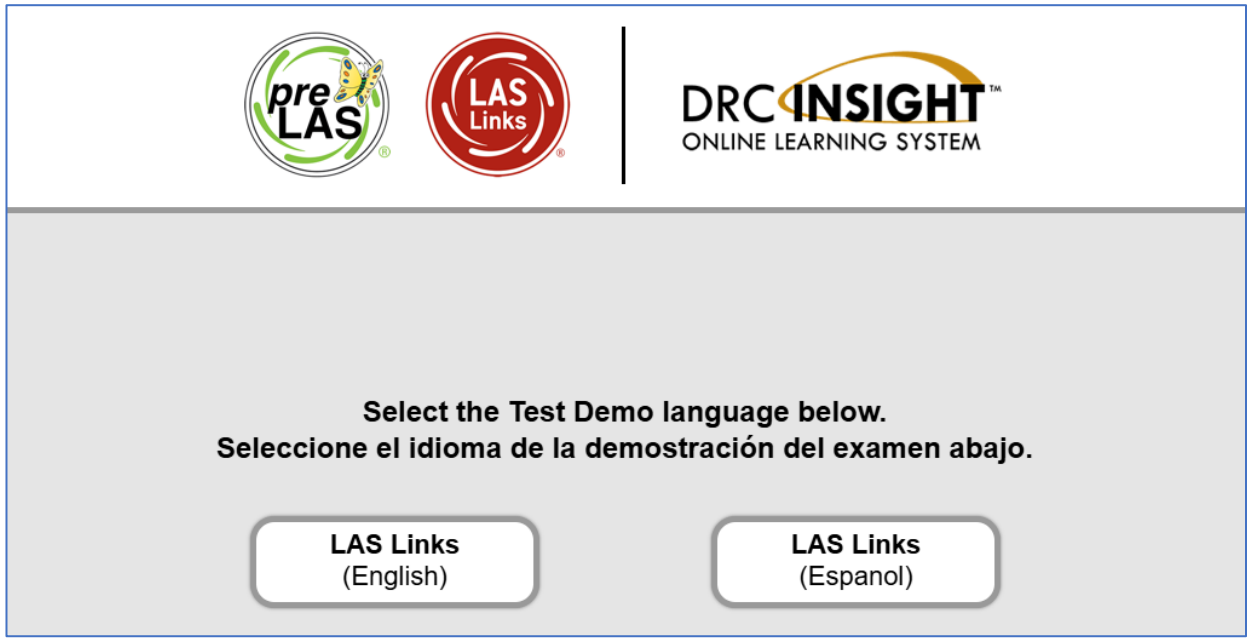
Select an Assessment

- To watch the videos, select LAS Links Test Demo
- To take the practice test, select LAS Links Practice Test
  - It is strongly recommended that students watch the videos and take the practice test prior to live testing.
  - Videos and Practice tests are available in English and Spanish.



Select the Test Demo Language

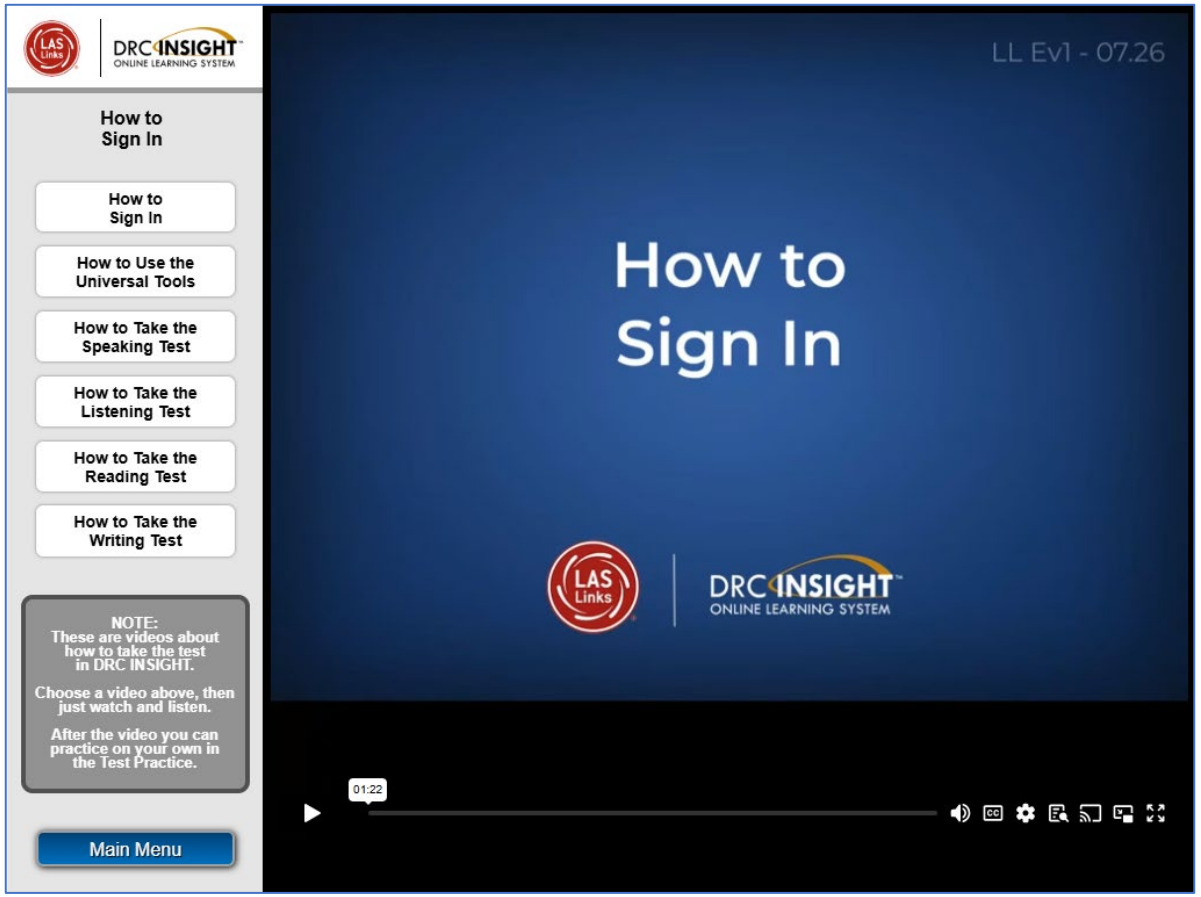
- Students become familiar with the navigation and tools in the testing interface by watching the videos.
- Even though the test is given in English in Connecticut, it is acceptable for Spanish speaking students to watch the videos in Spanish.



Video Topics

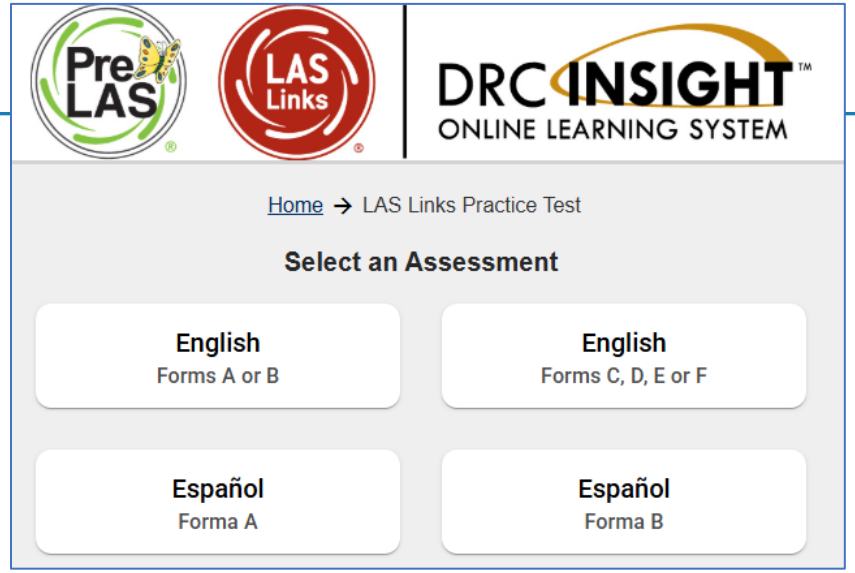
The following topics are covered in the videos

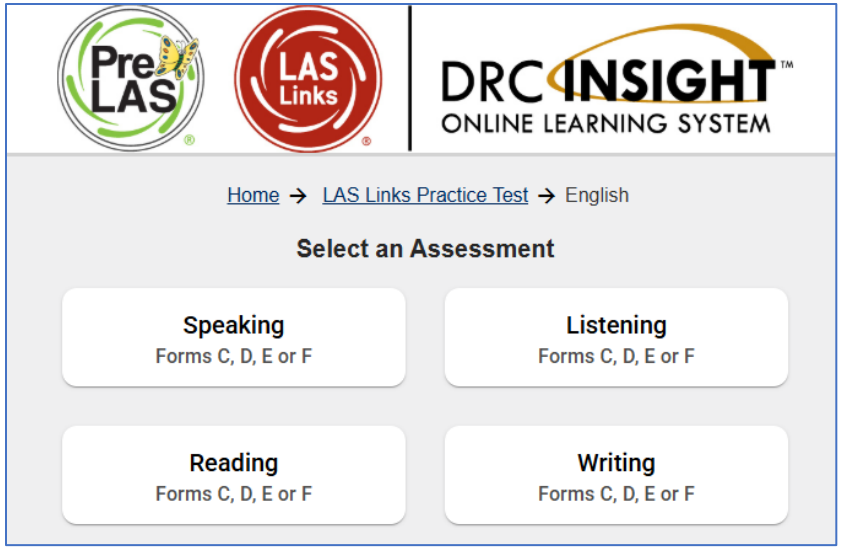
- How to sign in
- How to use the universal tools
- How to take the Speaking test
- How to take the Listening test
- How to take the Reading test
- How to take the Writing test



Select a Practice Test

- To take the practice test, select LAS Links Practice Test
- In Connecticut, select English Forms C, D, E or F
- Then select Speaking, Listening, Reading, or Writing subtest





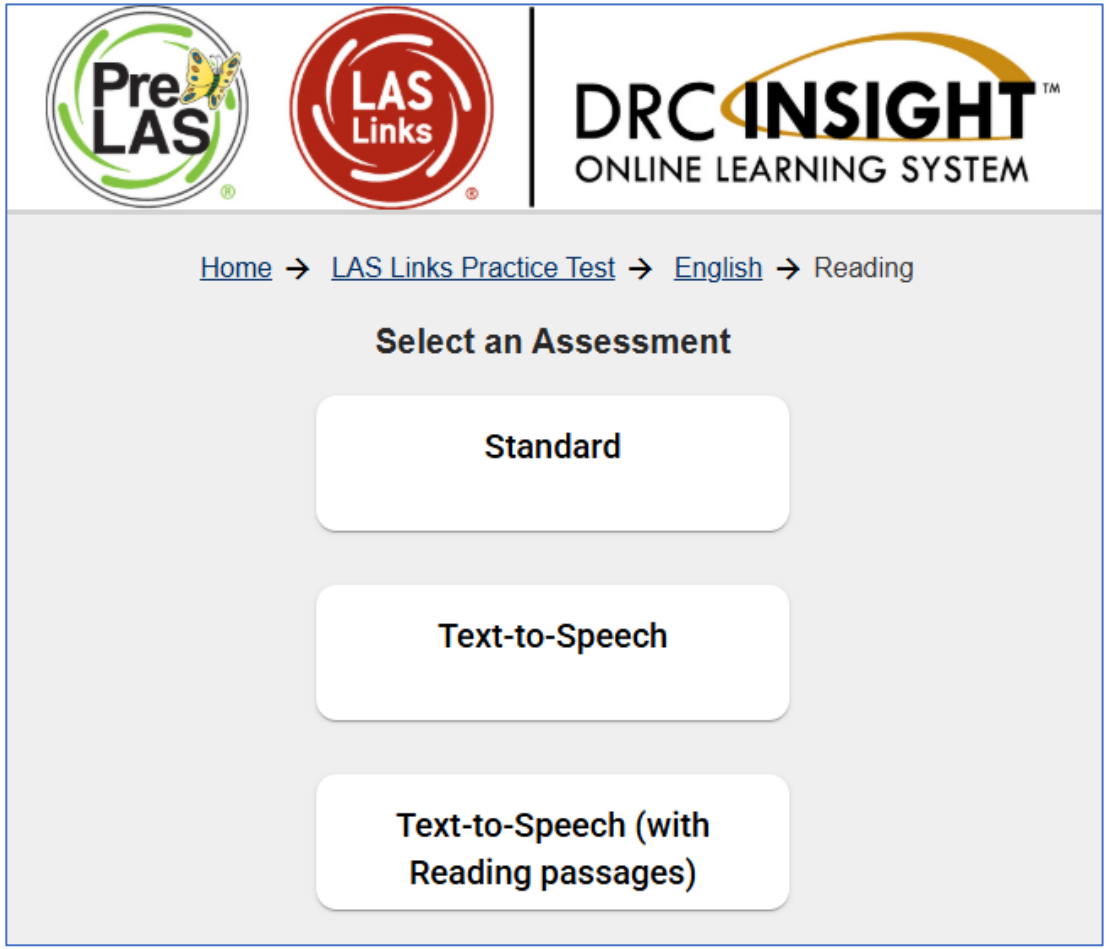
Select a Version

Speaking, Listening and Writing have two versions of the practice test

- Standard and Text-to-Speech

Reading has three versions of the practice test

- Standard, Text-to-Speech and Text-to-Speech (with Reading Passages)



Select a Grade Band

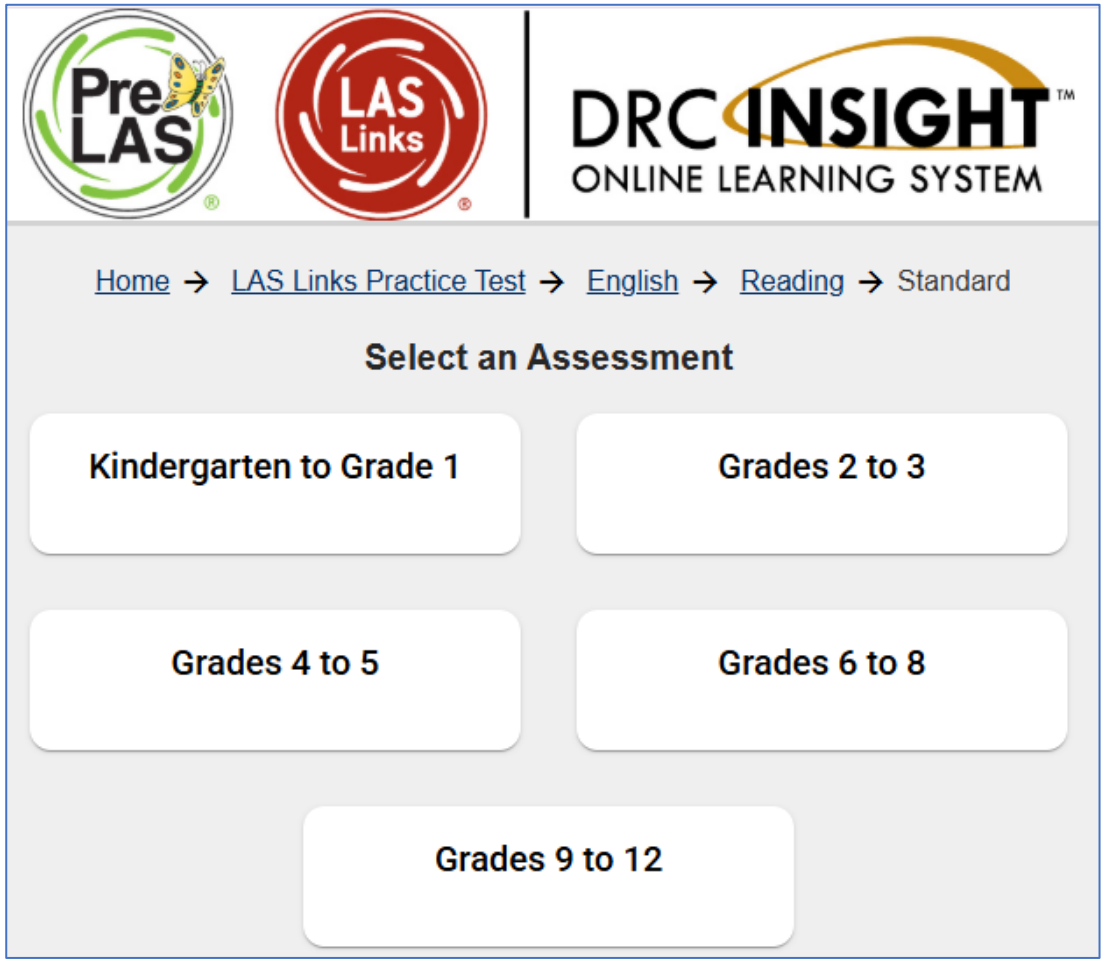
Once you select a grade band, the student can start the practice test.

There is no need to login.

Do NOT give students their test ticket for the practice test.

The test is not timed or scored.

Students will need headphones to record their answers in the Speaking test.



Training 2:
Student Readiness and Proctoring the Test

Activity 2:
Proctoring Student Testing



Planning Your Testing Schedule

- Estimated times are testing time estimates only. They do not include pretest activities (i.e., test ticket allocation, logging in, etc.).
- Testing can be completed over multiple days.

Subtest Area	Estimated Time—Grade Level
Speaking	• 15 minutes –All Grades
Listening	• 35 minutes—Grades K, 1, 6, 7, 8, 9, 10, 11, 12 • 30 minutes—Grades 2, 3, 4, 5
Reading	• 40 minutes—Grades K, 1, 2, 3 and 4, 5 • 50 minutes—Grades 6, 7, 8, 9 10, 11, 12
Writing	• 30 minutes—Grades K and 1 • 40 minutes—Grades 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

Testing with Speech-to-Text

Speech-to-Text (STT) is a third-party software that uses voice recognition to convert speech into written text in applications and text boxes. To use STT during testing, the assistive technology software must be installed, configured, and activated on the student's testing device *before* the assessment begins.

- The STT accommodation should be already assigned to the student in the DRC INSIGHT Portal.
- The testing device must be **Windows** only.
- The third-party software for STT must be activated prior to launching DRC INSIGHT.
- LAS Links supports the built-in setting called **Voice Access**, as well as the Talk&Type feature of the **Read&Write** software.
- LAS Links is not currently supporting STT on MacOS, iPad, Google Chrome, or other operating systems. The Scribe accommodation (SC) is available for students who use a Mac, iPad, or Chromebook as their primary device.

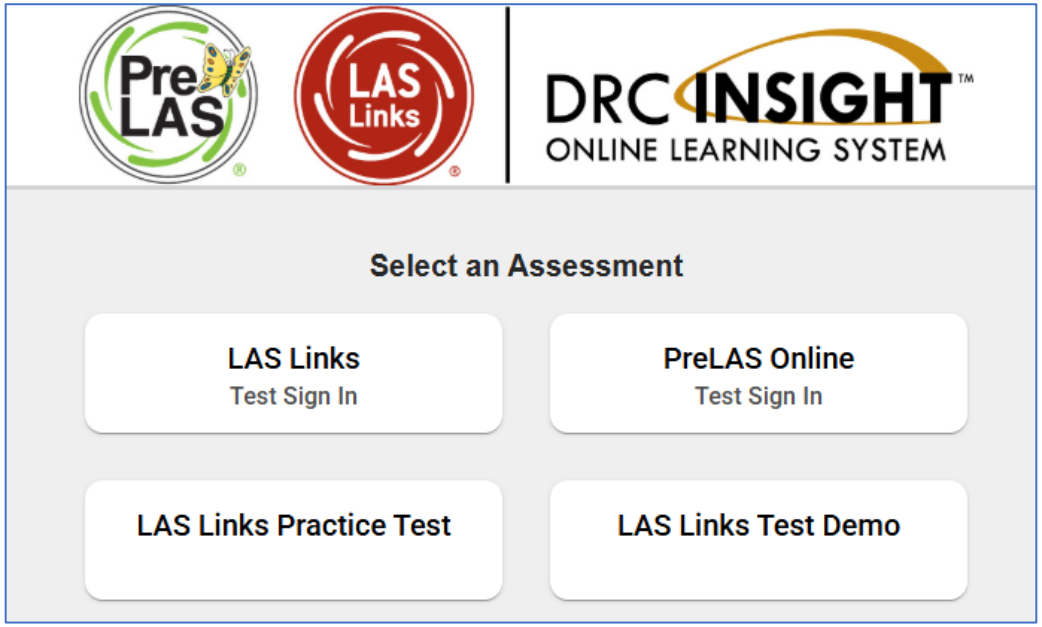
Setting up Windows Devices for STT

- For Speech-to-Text, use Talk&Type only.
  - Do not use Text-to-Speech, Translator, Screenshot Reader, Dictionary, Prediction, Check It, or any other Read&Write tools.
  - The test administrator should monitor use throughout the session.
  - Students who use the STT accommodation should be familiar with the tool because it is identified in a student's IEP or 504 Plan and used in the classroom setting.
- Prior to testing on Windows devices, district/school staff will need to ensure that the device has the supported assistive technology enabled with the appropriate security settings applied to utilize DRC INSIGHT's Permissive Mode.
  - For information about using DRC INSIGHT in permissive mode, refer to the *Tech Bulletin: DRC INSIGHT Permissive Mode*, available in the DRC INSIGHT Portal under General Information > Documents > Technology Resources. For guidance on configuring and using Voice Access or Read&Write, consult the documentation provided by the respective software vendor.

LAS Links Online: Test Sign-In

- Students will access the live test by using the LAS Links DRC INSIGHT app installed on a PC, MAC, iPAD, and/or Chromebook.
- They click on the DRC INSIGHT icon and the interface opens.
- Have your students click on the top left button – LAS Links Test Sign-In.
- This will lead them to the authentication screen where the students will input their credentials provided on their test ticket.

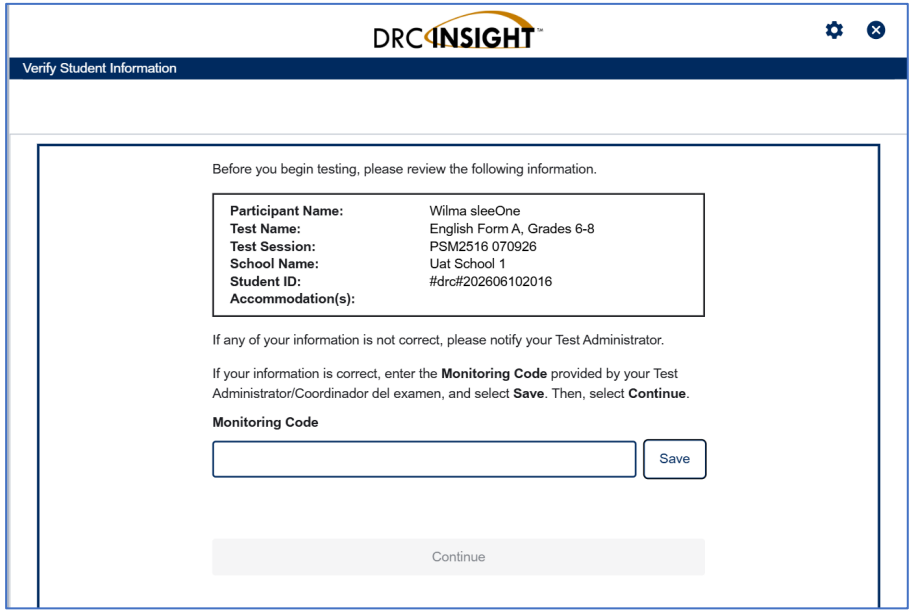




If Using the Test Monitoring Application (TMA)

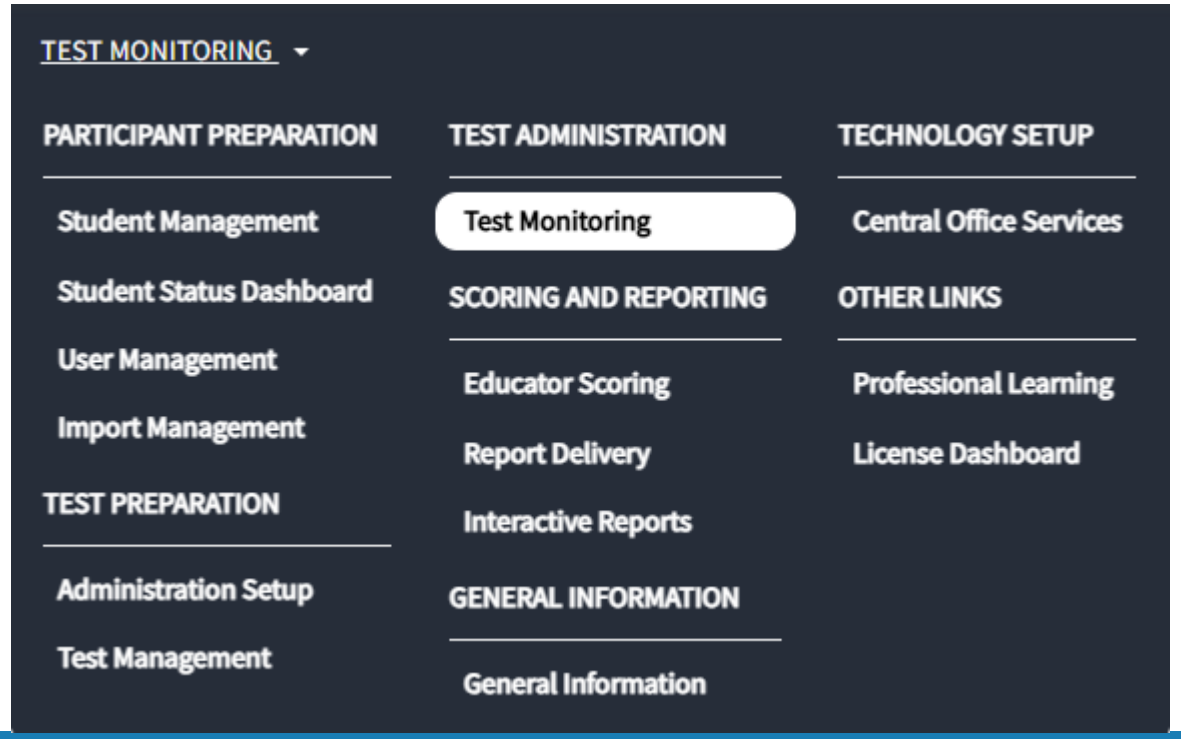
- Once the students have entered their test ticket username and password, they are asked to verify their information.
- They must enter the Monitoring Code prior to testing.
- The TAs give this code to the students. Typically, TAs write the code on a board for all students testing in that test session.





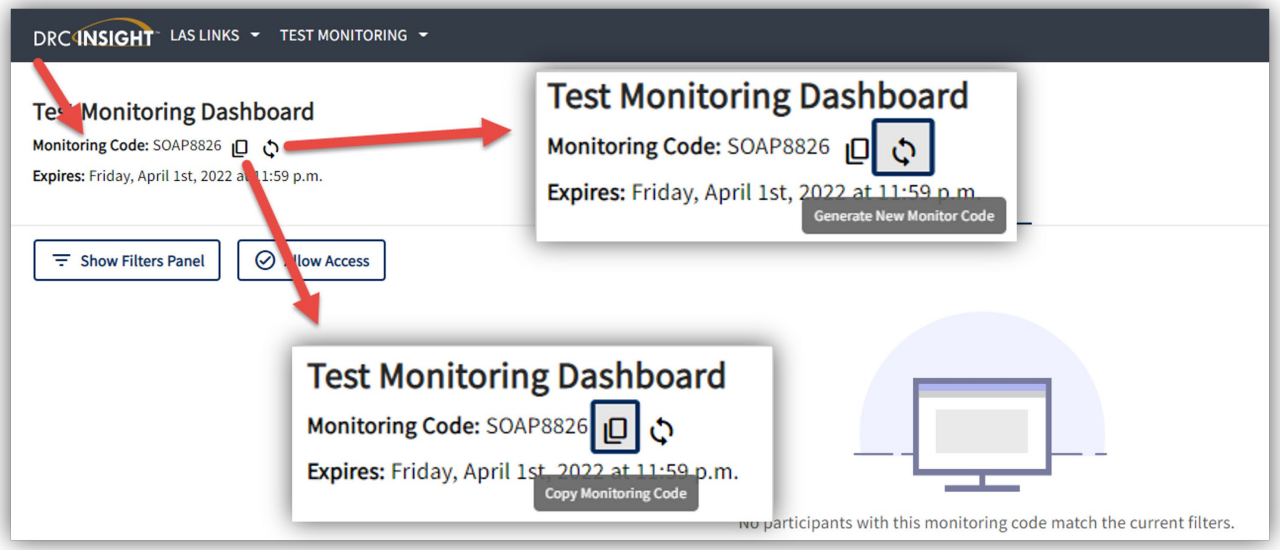
How to get a Test Monitoring Code

- Here is how to get the Test Monitoring code. From the DRC INSIGHT Portal, go to My Applications and select Test Monitoring
- The Test Administrator will need to generate the code to provide to the student(s). This may be handed out individually or posted somewhere for all students to use.



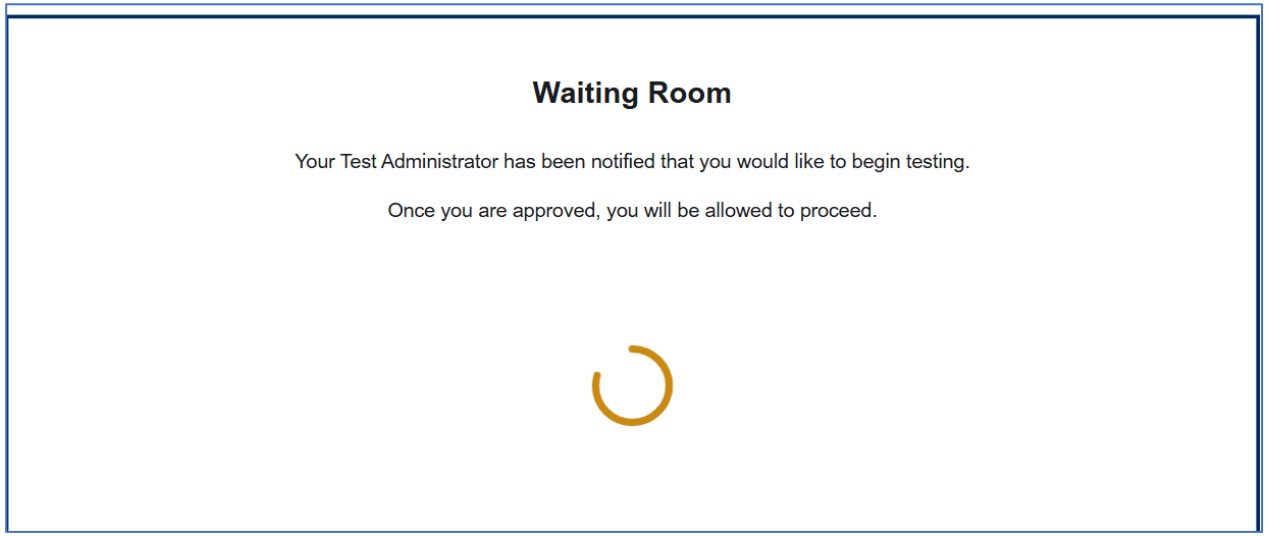
TMA Generates a Test Monitoring Code

- TMA will automatically generate a “Monitoring Code” that expires in 24 hours.
  - Provide the Monitoring Code to the students when you provide them with their Username and Password (test ticket information)
- DRC recommends using a new automatically generated “Monitoring Code” every day of testing for enhanced security



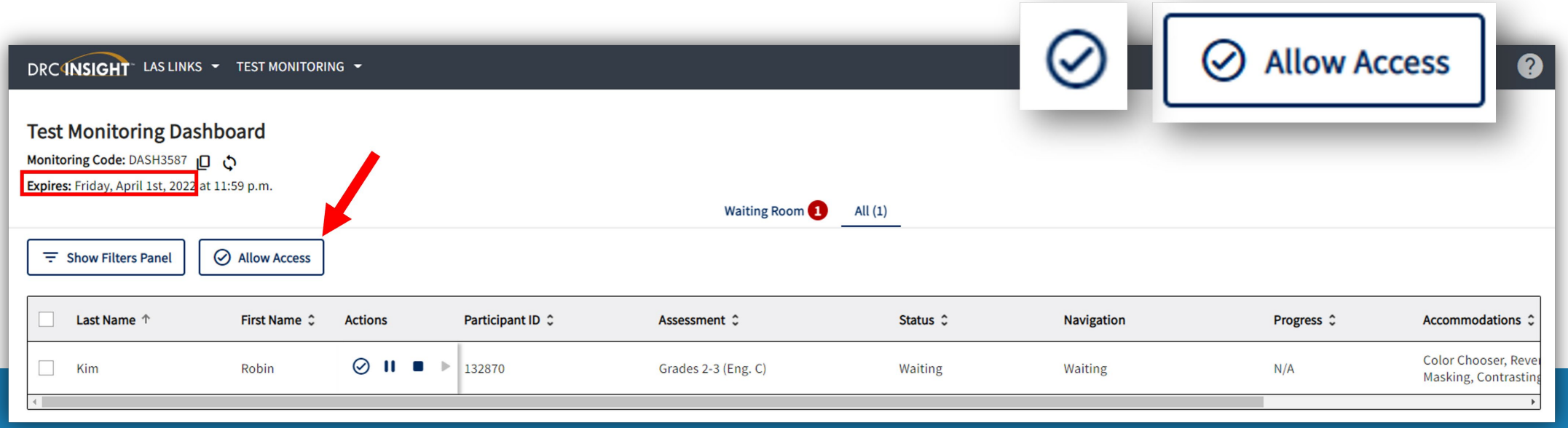
Waiting Room

- Students are placed in a “Waiting Room” until the TA allows them to start the assessment.
- The students’ status will be “Waiting” on the Test Monitoring Dashboard.
- The TA controls the students’ access to their assessment.



Test Administrator Allows Students to Start Testing

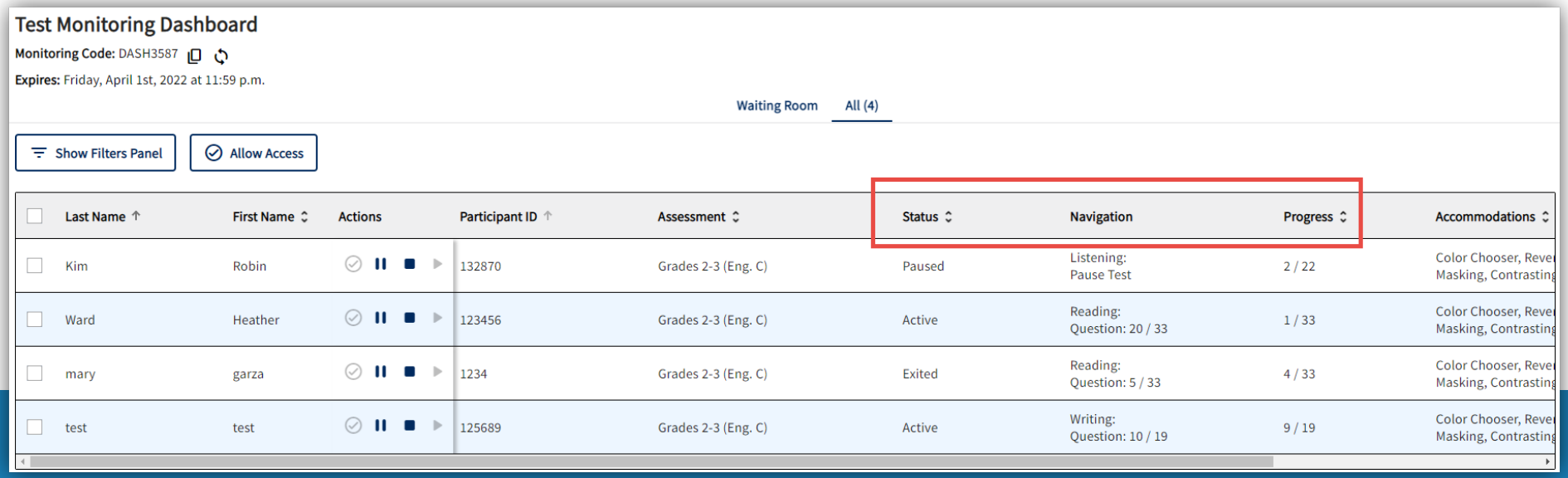
1. Once the students enter the Test Monitoring Code, the student test information will appear on the TA's dashboard
2. When ready, the TA allows test access to all or individual students
   - All = TA clicks the radio button in the header row and the Allow Access button
   - Individual Students = TA clicks the allow access check mark with a circle button
3. Once allowed access by the TA, the students can begin their assessment



Test Administrator Dashboard

Test Administrators can monitor student progress via the Status, Navigation, and Progress columns:

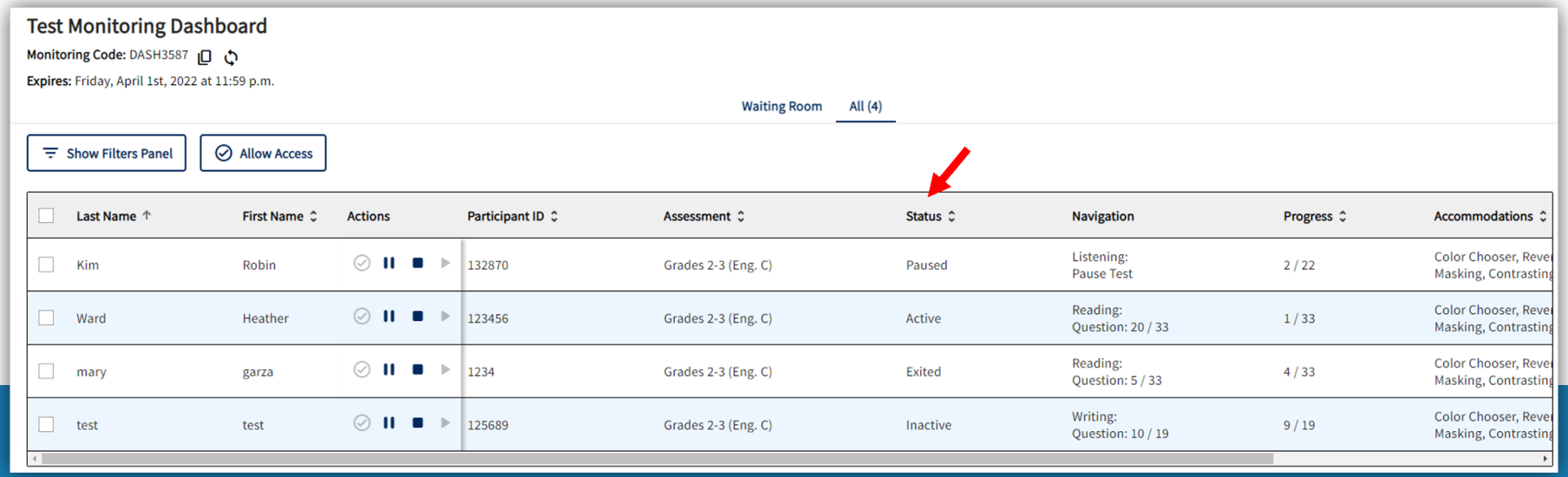
- **Status** = indicates if the student is actively engaged with the assessment (definitions available on next slide)
- **Navigation** = indicates what subtest the student is logged into and what question they are on within the subtest
- **Progress** = indicates how many items have been answered compared to number of items in the assessment. For instance, 2/22 means 2 items out of 22 have been answered.



Testing Status Definitions

Status columns definitions:

- **Active** = student is actively answering questions
- **Paused** = student or TA has paused the test and the timer is currently counting down from 20:00 minutes
- **Inactive** = student is not actively engaging in the assessment
- **Exited** = student or TA has ended and exited the assessment



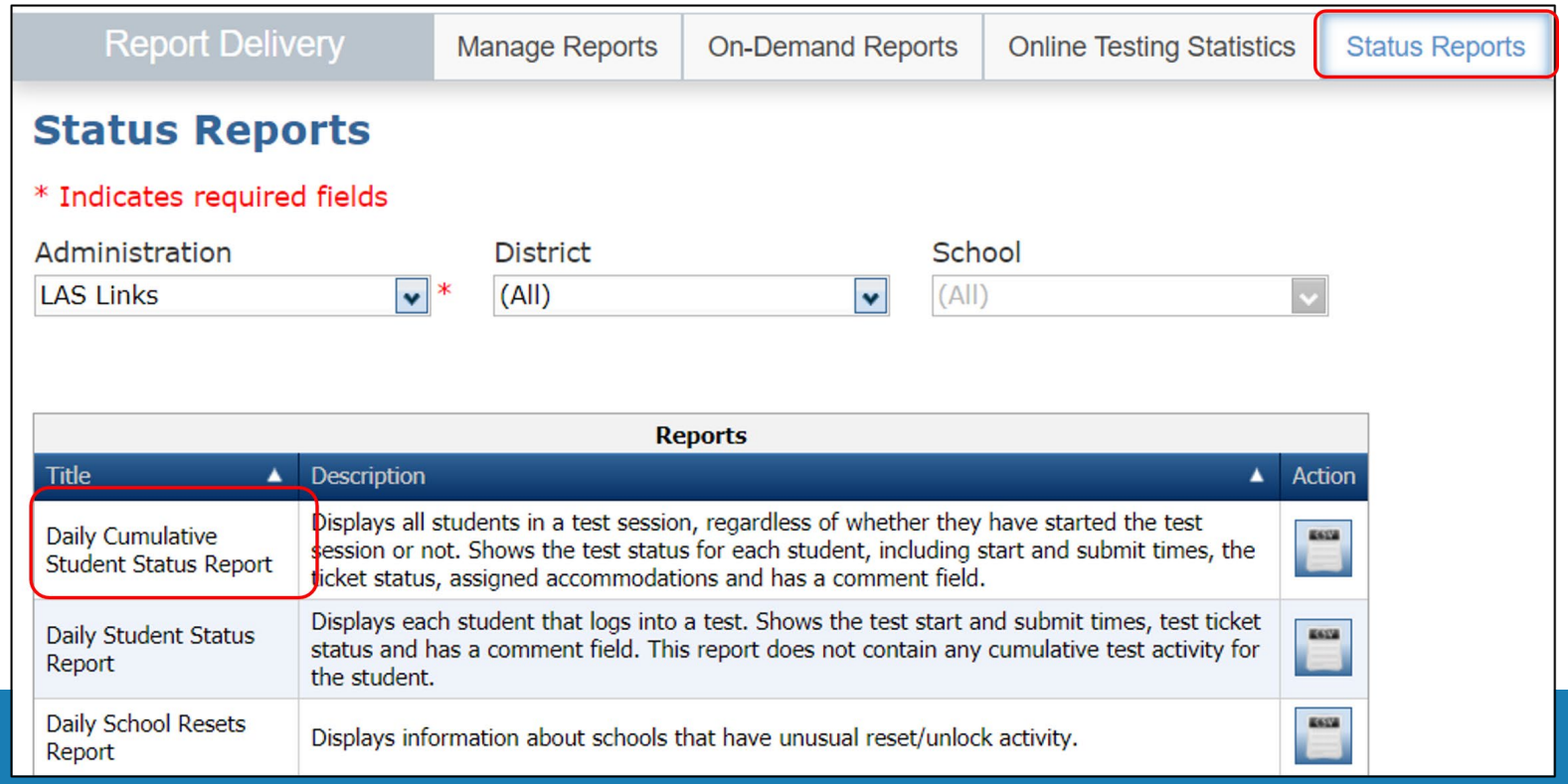
Training Part 2:
Student Readiness and Proctoring the Test

Activity 3:
Checking Testing Status



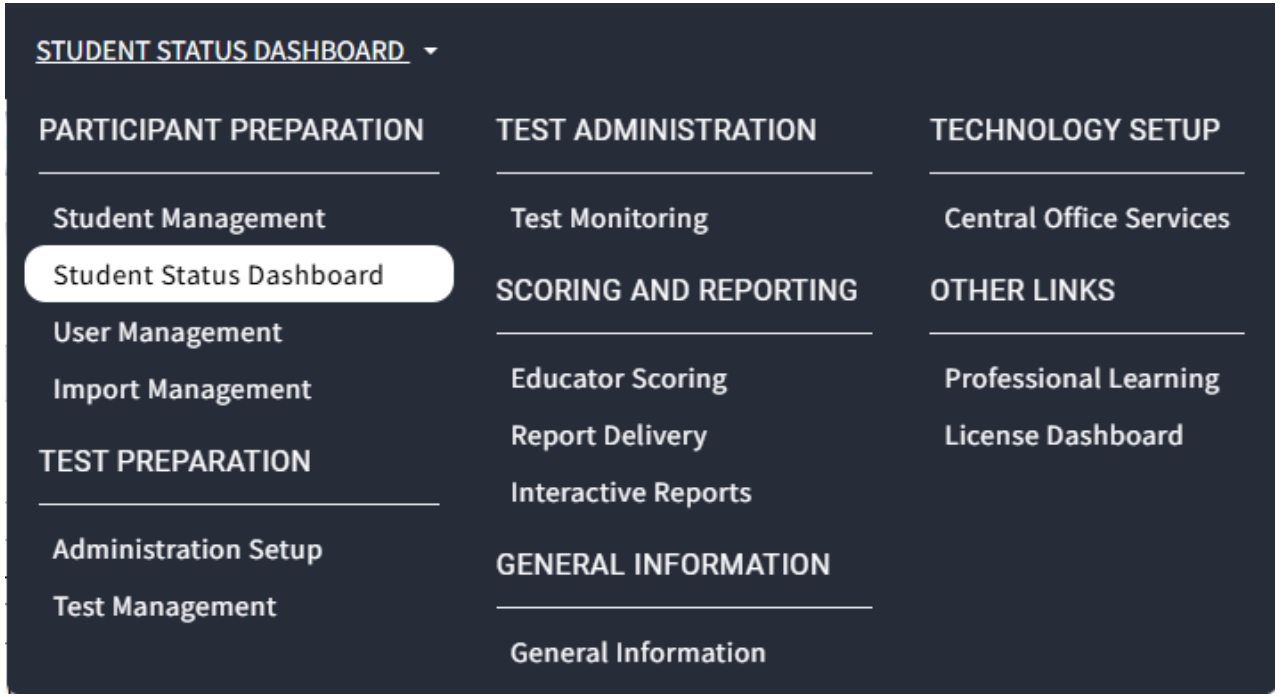
District Status – Daily Cumulative Student Status Report

Report Delivery > Status Reports > Daily Cumulative Student Status Report will display all students in a test session (on an individual line per domain), regardless of whether they have started the test session. Report will show the test status for each student, including start and submit times, and the ticket status.

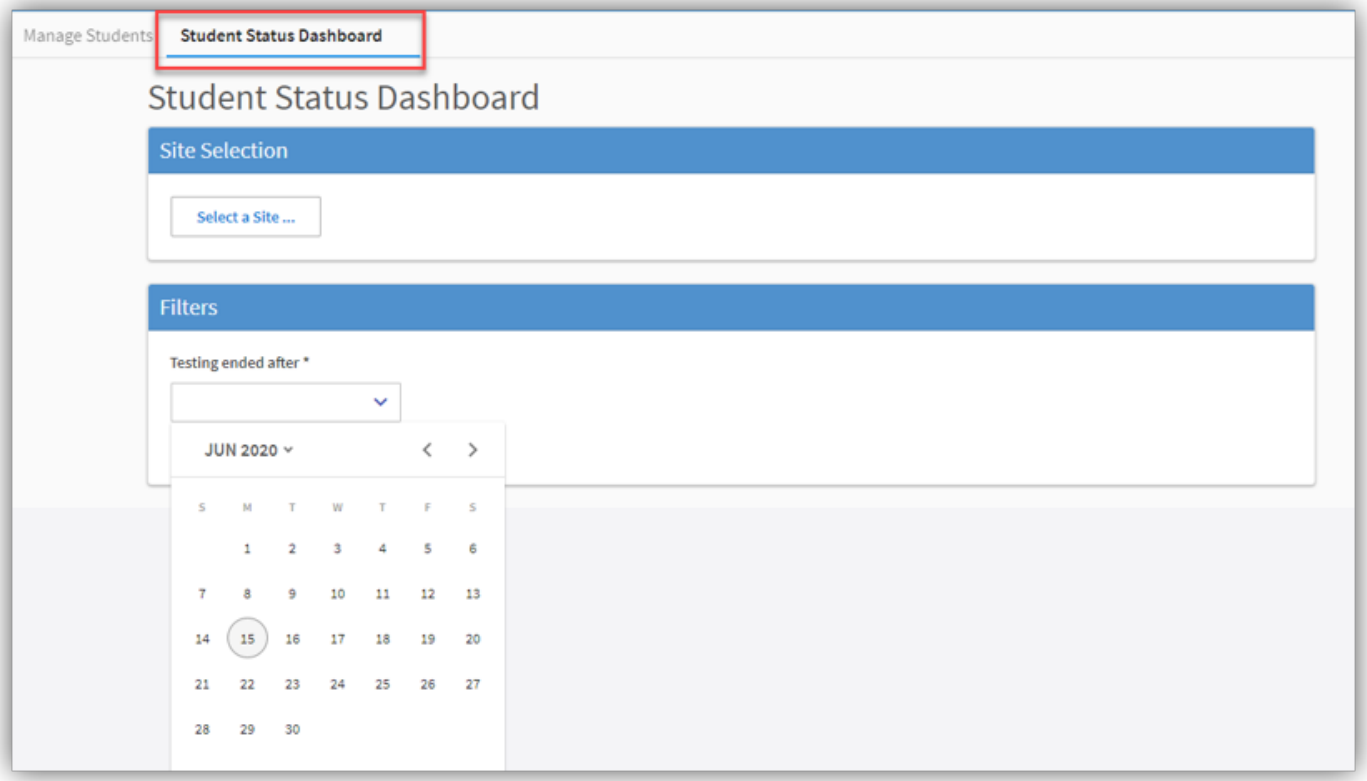


School Status - Student Status Dashboard

- The Student Status Dashboard allows you to monitor testing progress of students at the school level
- In the DRC INSIGHT Portal, select MY APPLICATIONS, then Student Status Dashboard



Student Status Dashboard



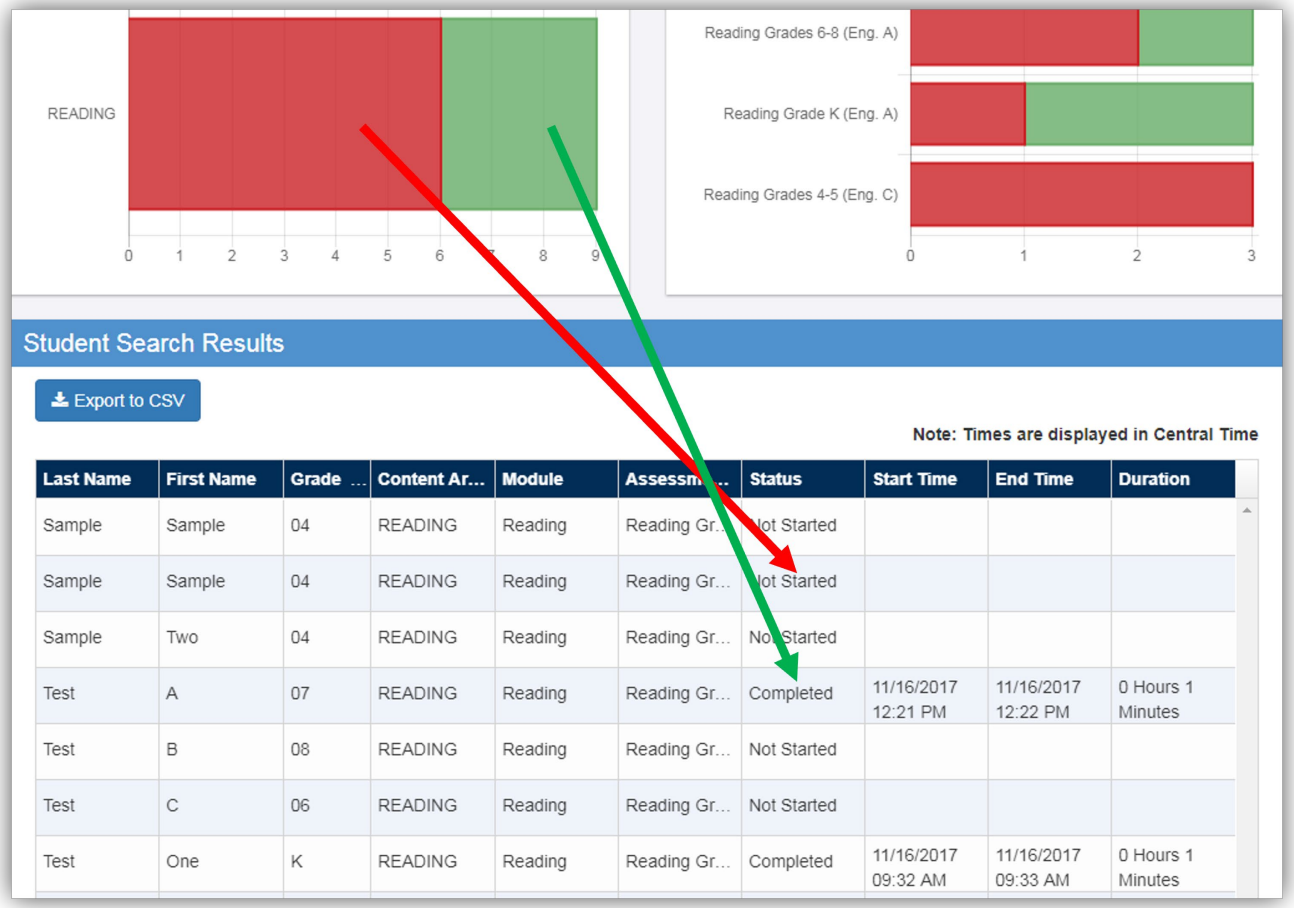
- Under Student Management, click “select a site” and type in the school's name.
- Once the site is chosen, pick the “Testing ended after” date.

Student Status Dashboard (continue)



- The student status dashboard will provide you status by School overall, by grade, by content area, and by assessment.
- When you hover over on the bar graph or the pie graph, it will give you student counts.
- Click on the icon in the right-hand corner of each chart to make it a list as opposed to a chart.

Extending the View on the Student Status Dashboard



Last Name	First Name	Grade ...	Content Ar...	Module	Assessm...	Status	Start Time	End Time	Duration
Sample	Sample	04	READING	Reading	Reading Gr...	Not Started			
Sample	Sample	04	READING	Reading	Reading Gr...	Not Started			
Sample	Two	04	READING	Reading	Reading Gr...	Not Started			
Test	A	07	READING	Reading	Reading Gr...	Completed	11/16/2017 12:21 PM	11/16/2017 12:22 PM	0 Hours 1 Minutes
Test	B	08	READING	Reading	Reading Gr...	Not Started			
Test	C	06	READING	Reading	Reading Gr...	Not Started			
Test	One	K	READING	Reading	Reading Gr...	Completed	11/16/2017 09:32 AM	11/16/2017 09:33 AM	0 Hours 1 Minutes

- When you click on one of bars (or circle), it will provide you with a student roster with time stamps, at the bottom of the page.
- This is a report that can be exported.

Part 3: Post-Test Activities



Training Part 3: Post Test Activities

Activity 1: Generating and interpreting on-Demand and Batch Download Reports



On-Demand and Batch Download Preliminary Scoring Process

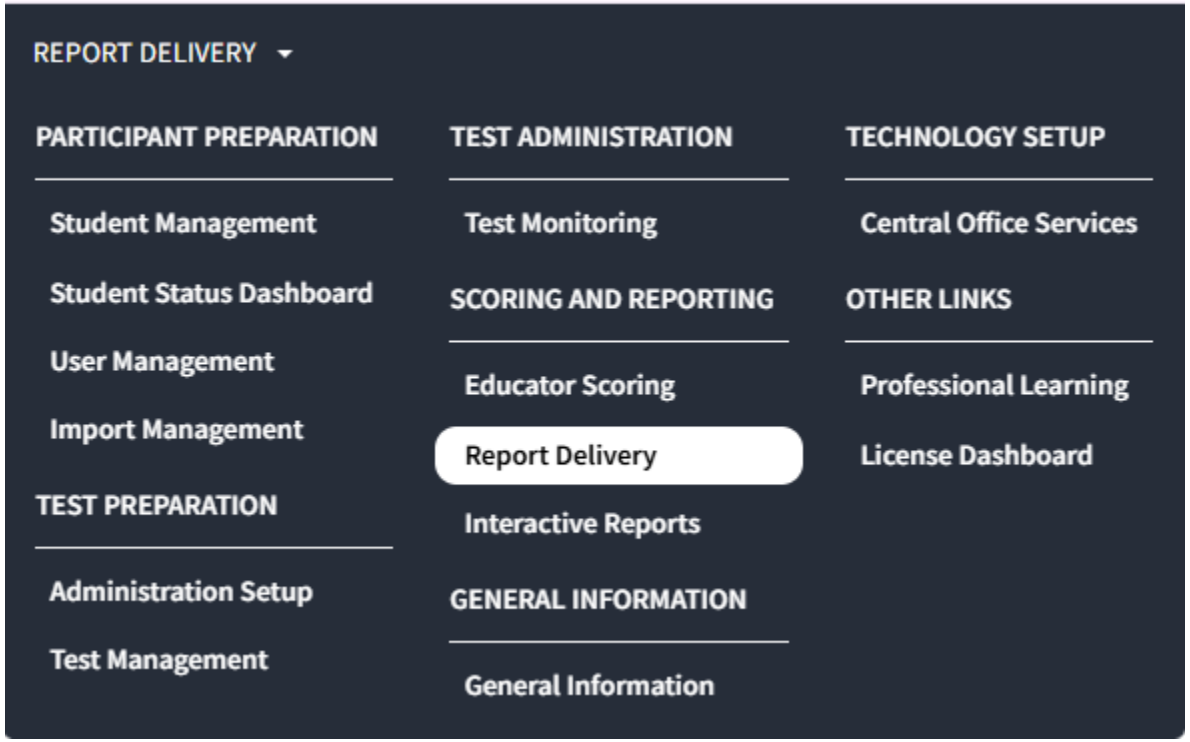
Subtest	Scoring Process and Turn Around Time
Speaking	Student completes the test. Responses are sent to the DRC scoring team. Responses are scored and data is provided on the On-Demand and Batch Download reports, 4-6 business days from the day the student completed the subtest.
Listening	Student completes the test. Because items are all multiple choice, the results are available via the On-Demand and the Batch Download reports within 30-60 minutes.
Reading	Student completes the test. Because items are all multiple choice, the results are available via the On-Demand and the Batch Download reports within 30-60 minutes.
Writing	Student completes the test. Responses are sent to the DRC scoring team. Responses are scored and data is provided on the On-Demand and Batch Download reports, 4-6 business days from the day the student completed the subtest.

NOTES:

- On-Demand and Batch Download reports are **preliminary** results
- Interactive Reports (Summary Results and Student Results tabs) will be available after CSDE releases **final** scores

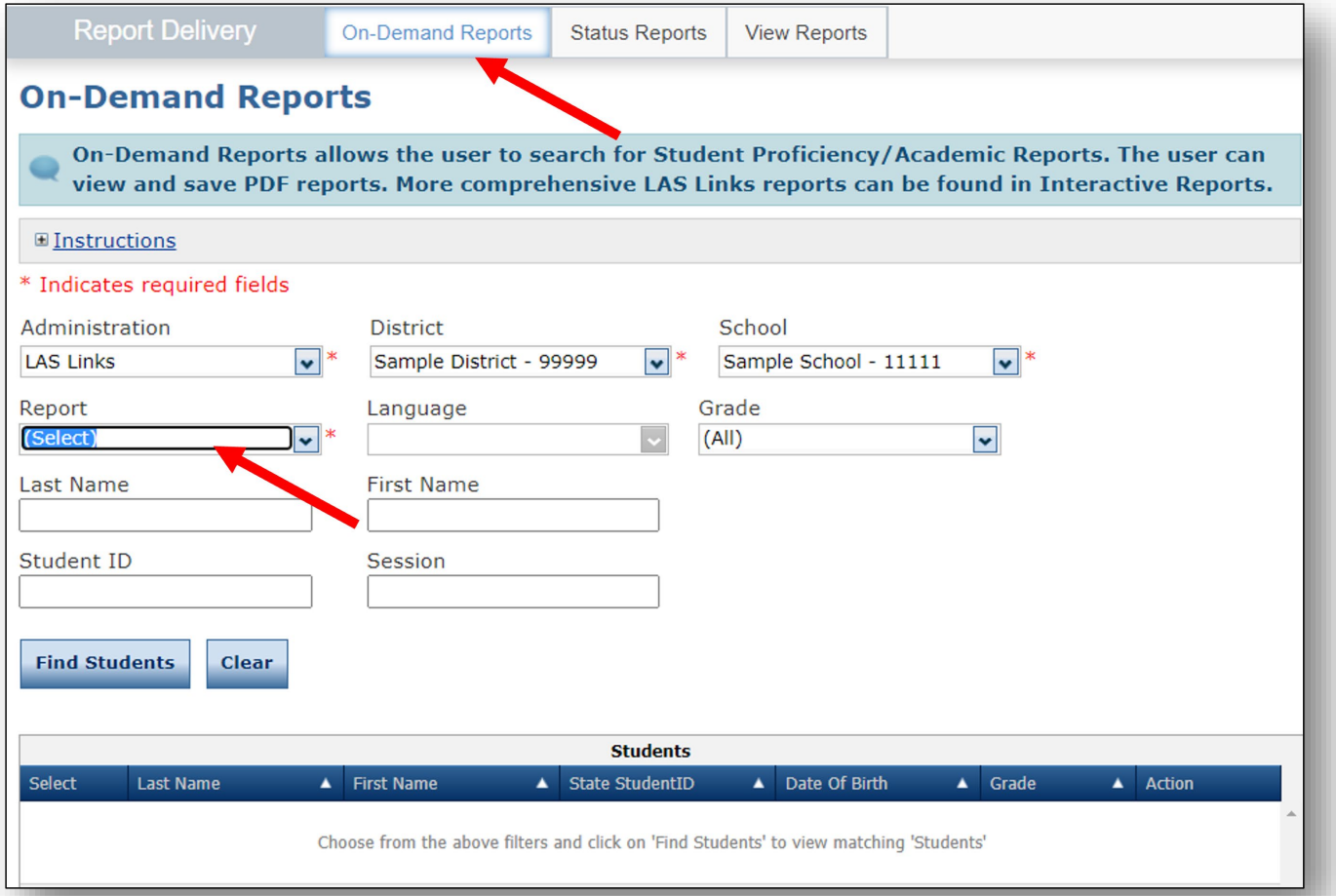
On-Demand Reports – Available During the Testing Window

- In the DRC INSIGHT Portal, select MY APPLICATIONS, then select Report Delivery
- Remember that these reports are preliminary.



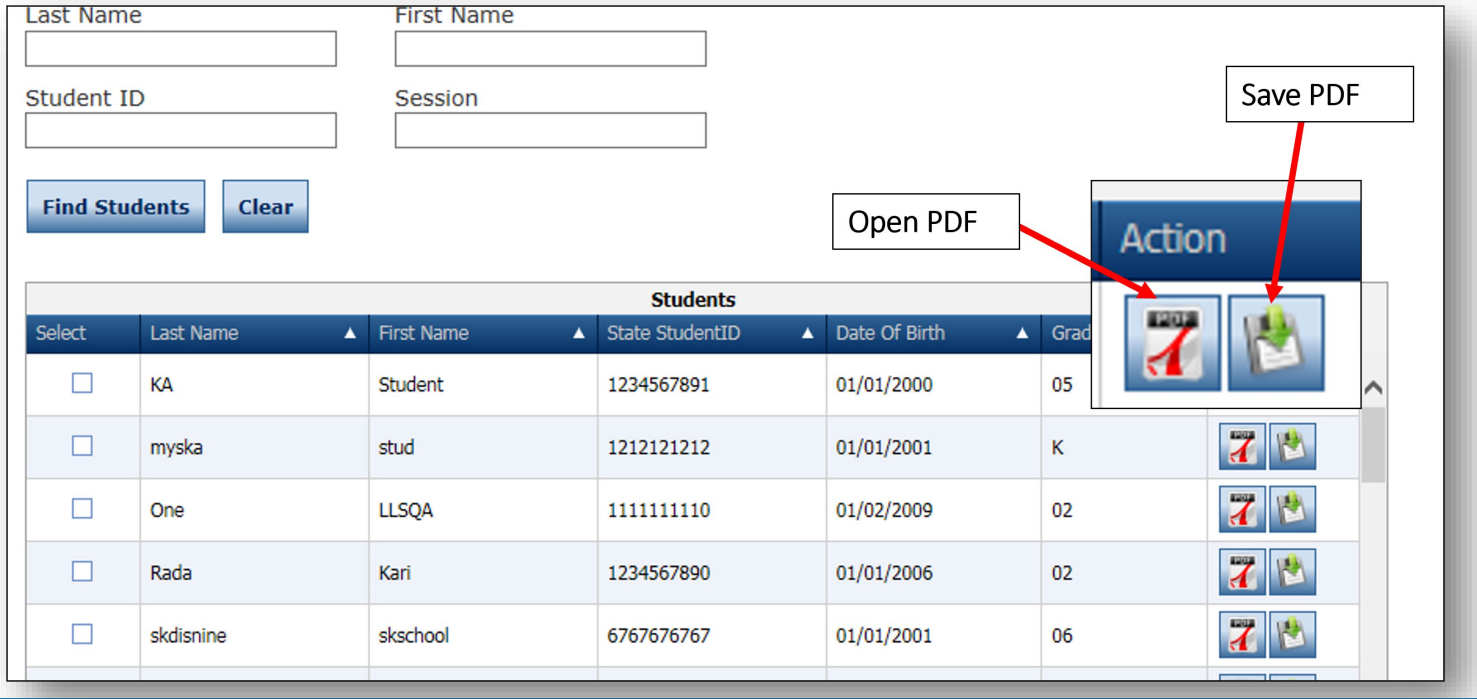
Accessing On-Demand Reports

- To view student scores, select On-Demand Reports, your district and school
- Select "**English C/D/E/F, Espanol B.**"
- Select "**Find Students**"



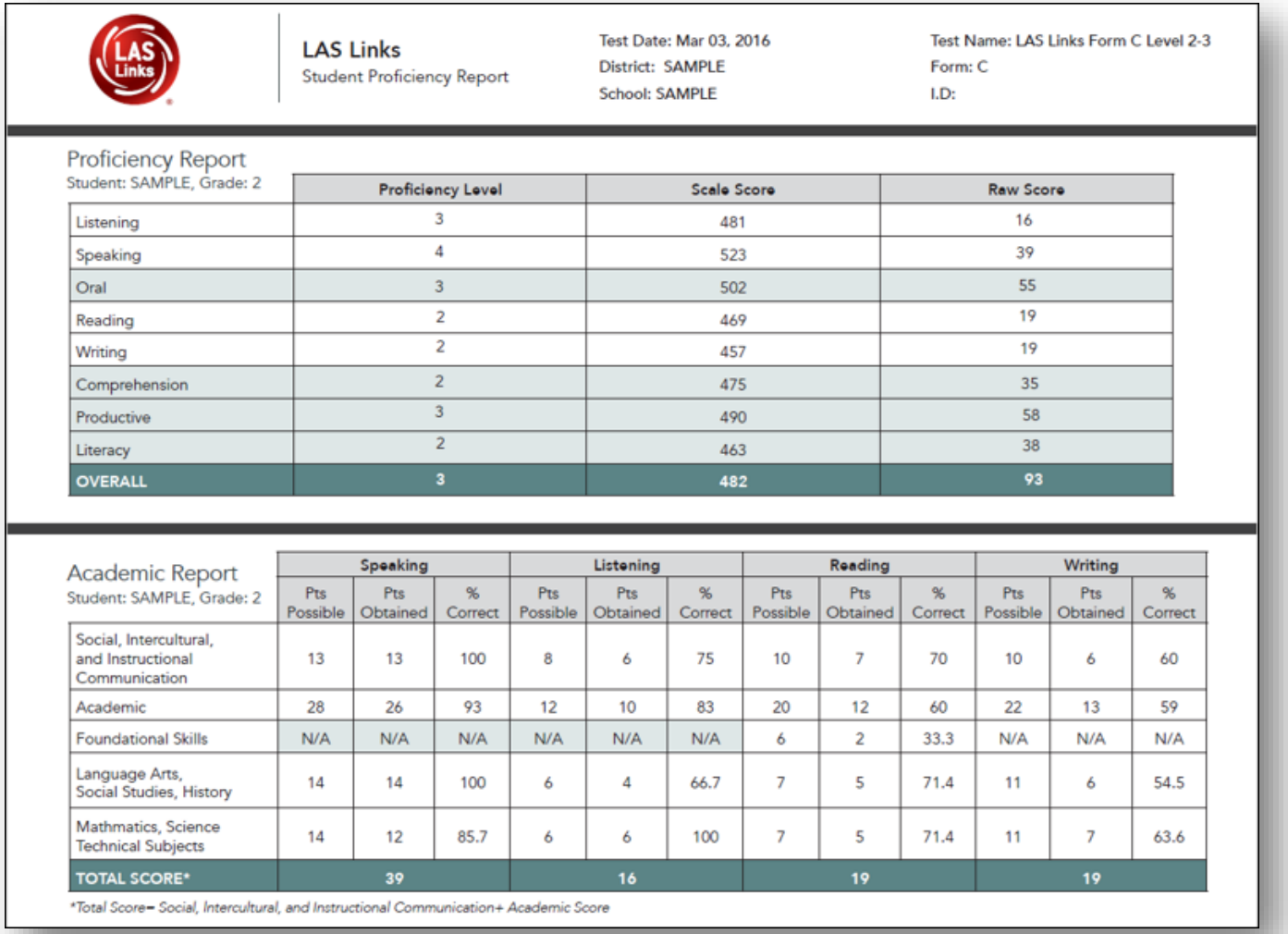
Viewing or Printing On-Demand Reports

- A grid with student details will appear below the search fields.
- Indicating: last name, first name, student ID, date of birth and grade for each student.
- There are two action buttons: Open PDF and Save PDF
- There are Select boxes that you can check to then open or save only your selected students.



Sample On-Demand Report

- Sample On-Demand Report
- These reports will be available during the testing window and are considered preliminary results
- Results will be final after the CSDE releases final scores



LAS Links
Student Proficiency Report

Test Date: Mar 03, 2016
District: SAMPLE
School: SAMPLE

Test Name: LAS Links Form C Level 2-3
Form: C
I.D:

Proficiency Report
Student: SAMPLE, Grade: 2

	Proficiency Level	Scale Score	Raw Score
Listening	3	481	16
Speaking	4	523	39
Oral	3	502	55
Reading	2	469	19
Writing	2	457	19
Comprehension	2	475	35
Productive	3	490	58
Literacy	2	463	38
OVERALL	**3**	**482**	**93**

Academic Report
Student: SAMPLE, Grade: 2

	Speaking			Listening			Reading			Writing		
	Pts Possible	Pts Obtained	% Correct	Pts Possible	Pts Obtained	% Correct	Pts Possible	Pts Obtained	% Correct	Pts Possible	Pts Obtained	% Correct
Social, Intercultural, and Instructional Communication	13	13	100	8	6	75	10	7	70	10	6	60
Academic	28	26	93	12	10	83	20	12	60	22	13	59
Foundational Skills	N/A	N/A	N/A	N/A	N/A	N/A	6	2	33.3	N/A	N/A	N/A
Language Arts, Social Studies, History	14	14	100	6	4	66.7	7	5	71.4	11	6	54.5
Mathmatics, Science Technical Subjects	14	12	85.7	6	6	100	7	5	71.4	11	7	63.6
TOTAL SCORE*	**39**			**16**			**19**			**19**		

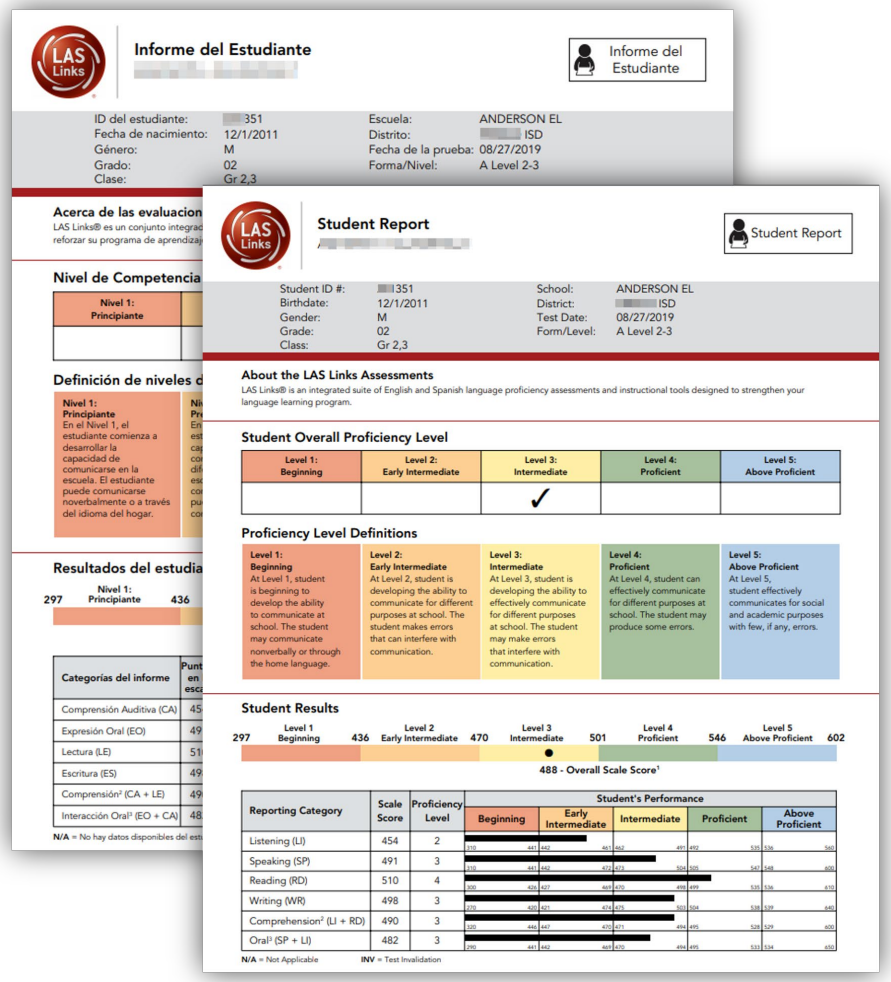
**Total Score= Social, Intercultural, and Instructional Communication+ Academic Score*

Batch Download: Preliminary Student Reports

Reports are available in both English and Spanish.

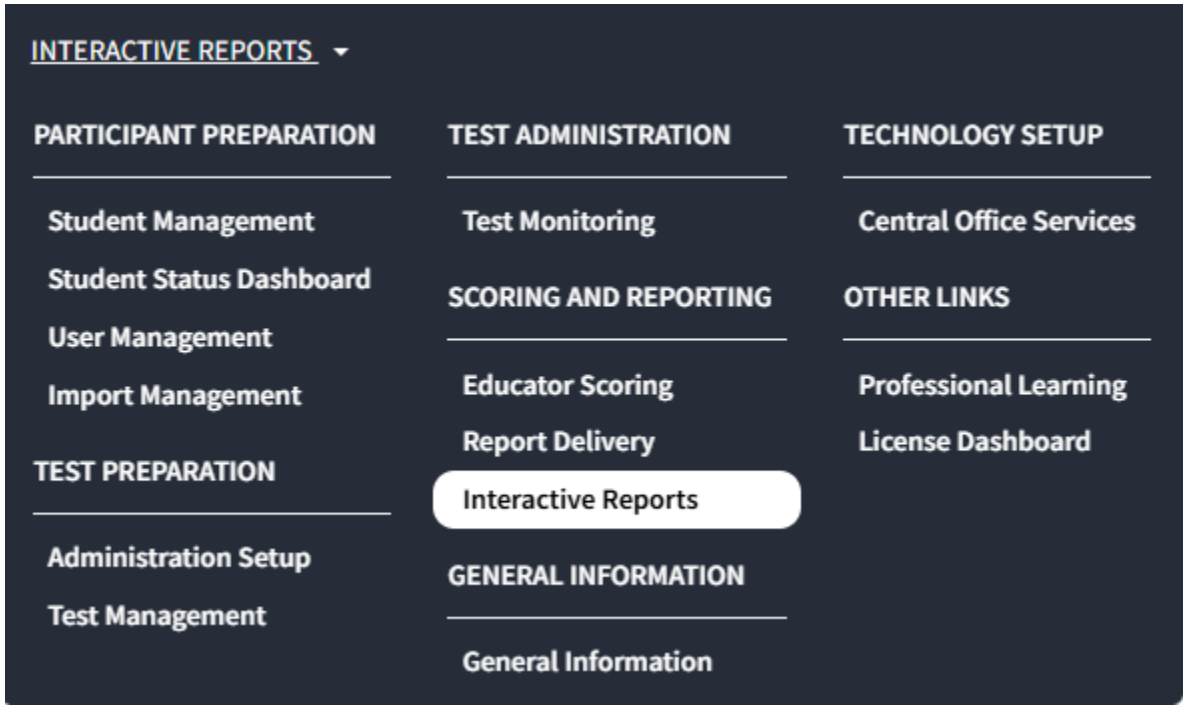
Reports include definitions of each proficiency level as well as a view as to where in the proficiency level a student performed.

Please note that the screenshot Student Reports shown on this page are only available to district and school users in DRC INSIGHT.



Accessing Batch Download Reports

- In the DRC INSIGHT Portal, select MY APPLICATIONS and then select Interactive Reports

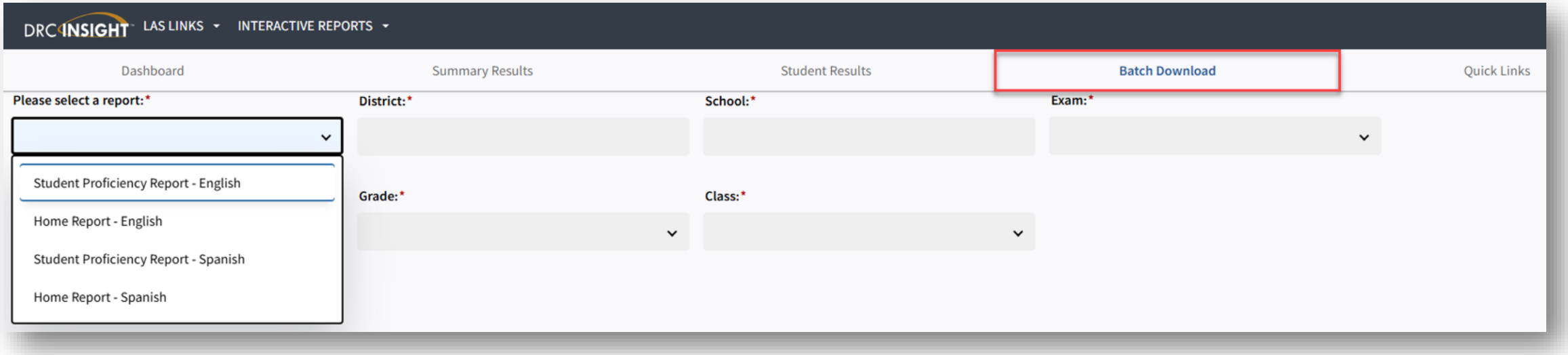


Batch Download: Batch Download Reports

1) Choose Batch Download from the Dashboard

2) Select the Report you would like to run.

3) Reports are available in both English and Spanish

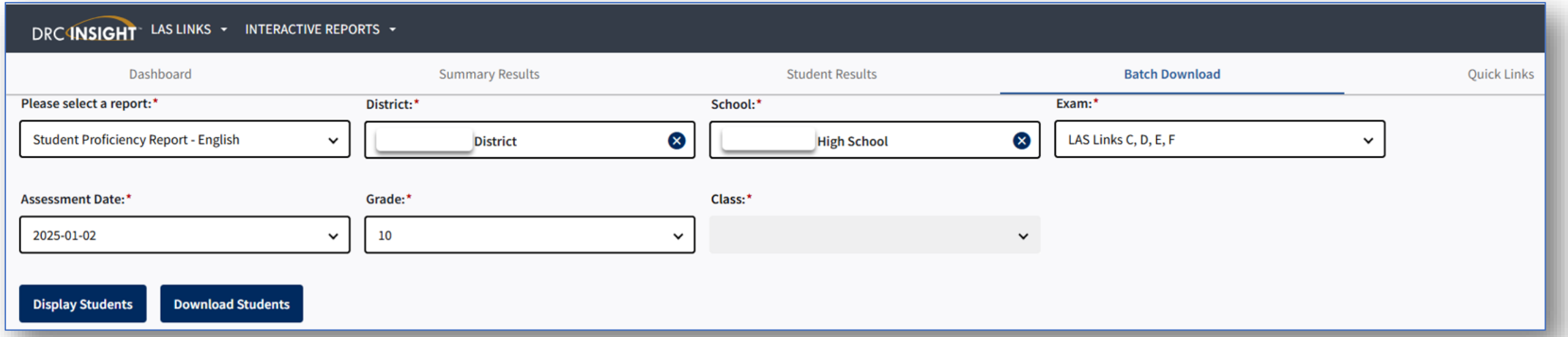


Batch Download: Batch Download Reports (continue)

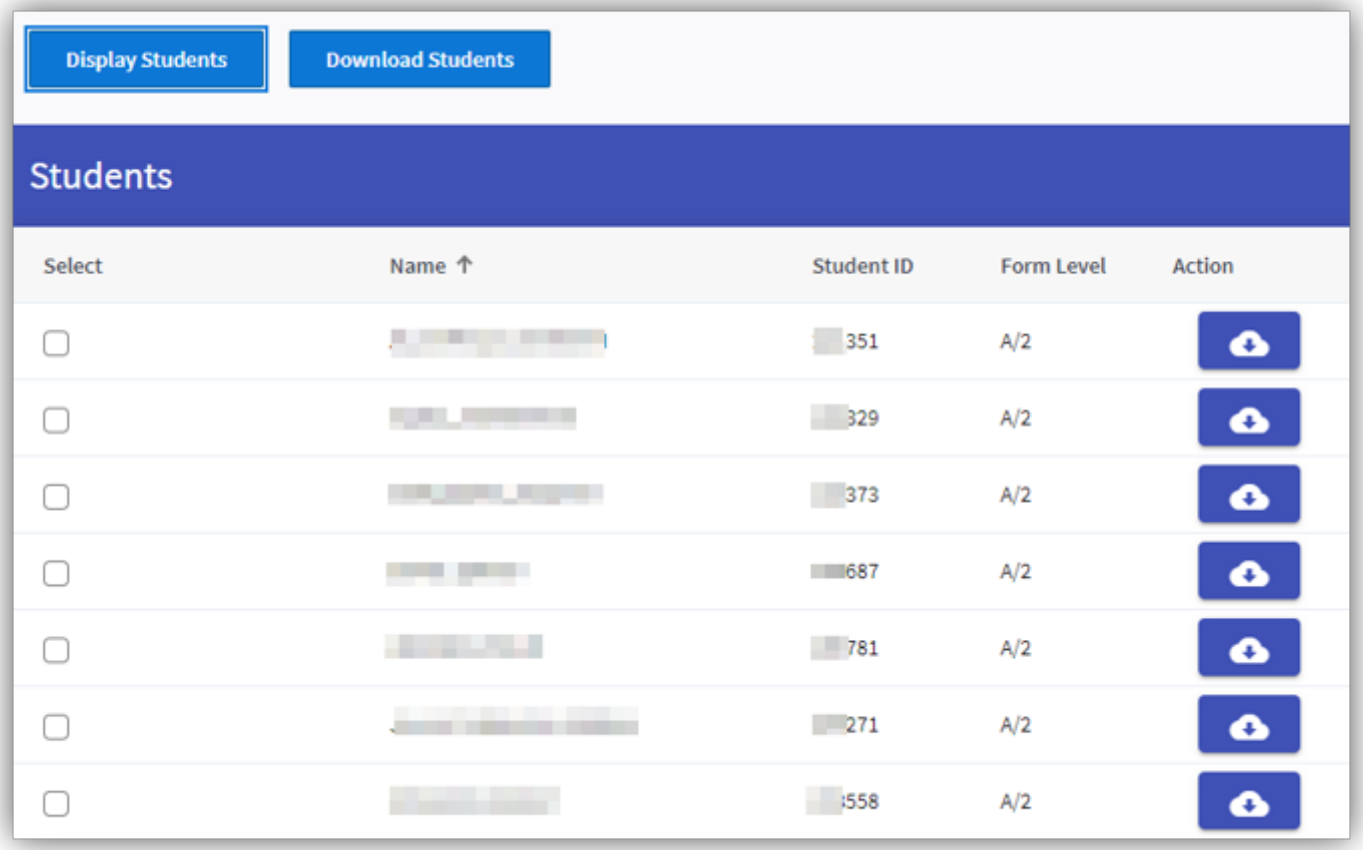
1) Choose your District
2) Choose your School
3) Choose your Exam
4) Choose your assessment date.

Note: Select the first day of testing (e.g., 2027-01-04) for the current school year.

During the testing window, as you continue to test students, more reports will appear in this batch.

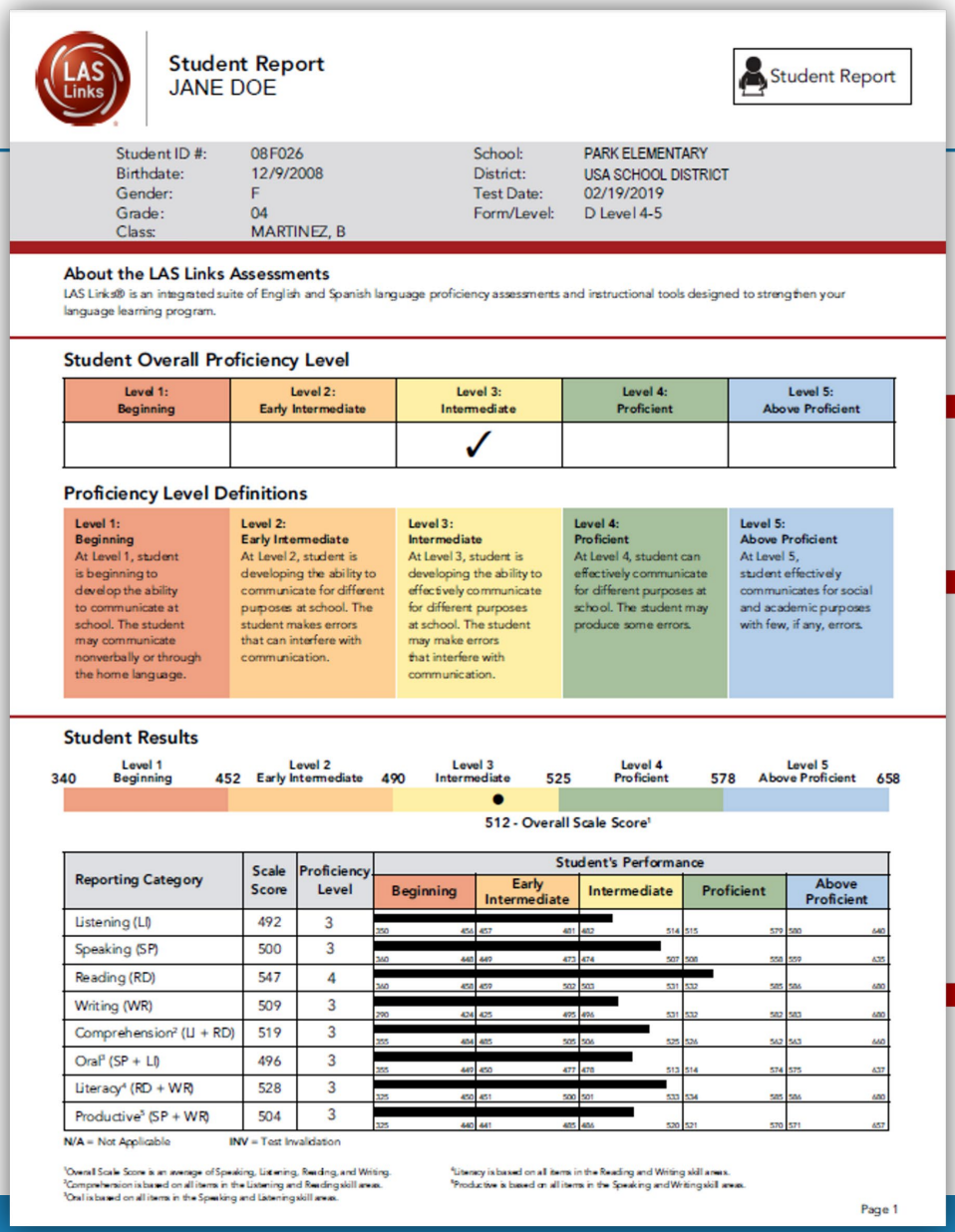


Batch Download: Batch Download Student Reports



1) Choose either Display Students to see your list of students or Download a PDF of all student reports.
2) Click the download action button to download an individual student report.

Preliminary Student Proficiency Report



Student Report
JANE DOE

Student Report

Student ID #:	08F026	School:	PARK ELEMENTARY
Birthdate:	12/9/2008	District:	USA SCHOOL DISTRICT
Gender:	F	Test Date:	02/19/2019
Grade:	04	Form/Level:	D Level 4-5
Class:	MARTINEZ, B		

About the LAS Links Assessments

LAS Links® is an integrated suite of English and Spanish language proficiency assessments and instructional tools designed to strengthen your language learning program.

Student Overall Proficiency Level

Level 1: Beginning	Level 2: Early Intermediate	Level 3: Intermediate	Level 4: Proficient	Level 5: Above Proficient
		✓		

Proficiency Level Definitions

Level 1: Beginning — At Level 1, student is beginning to develop the ability to communicate at school. The student may communicate nonverbally or through the home language.

Level 2: Early Intermediate — At Level 2, student is developing the ability to communicate for different purposes at school. The student makes errors that can interfere with communication.

Level 3: Intermediate — At Level 3, student is developing the ability to effectively communicate for different purposes at school. The student may make errors that interfere with communication.

Level 4: Proficient — At Level 4, student can effectively communicate for different purposes at school. The student may produce some errors.

Level 5: Above Proficient — At Level 5, student effectively communicates for social and academic purposes with few, if any, errors.

Student Results

340 Level 1 Beginning 452 Level 2 Early Intermediate 490 Level 3 Intermediate 525 Level 4 Proficient 578 Level 5 Above Proficient 658

512 - Overall Scale Score[1]

Reporting Category	Scale Score	Proficiency Level	Student's Performance
Listening (LI)	492	3	
Speaking (SP)	500	3	
Reading (RD)	547	4	
Writing (WR)	509	3	
Comprehension[2] (LI + RD)	519	3	
Oral[3] (SP + LI)	496	3	
Literacy[4] (RD + WR)	528	3	
Productive[5] (SP + WR)	504	3	

N/A = Not Applicable INV = Test Invalidation

[1]Overall Scale Score is an average of Speaking, Listening, Reading, and Writing.
[2]Comprehension is based on all items in the Listening and Reading skill areas.
[3]Oral is based on all items in the Speaking and Listening skill areas.
[4]Literacy is based on all items in the Reading and Writing skill areas.
[5]Productive is based on all items in the Speaking and Writing skill areas.

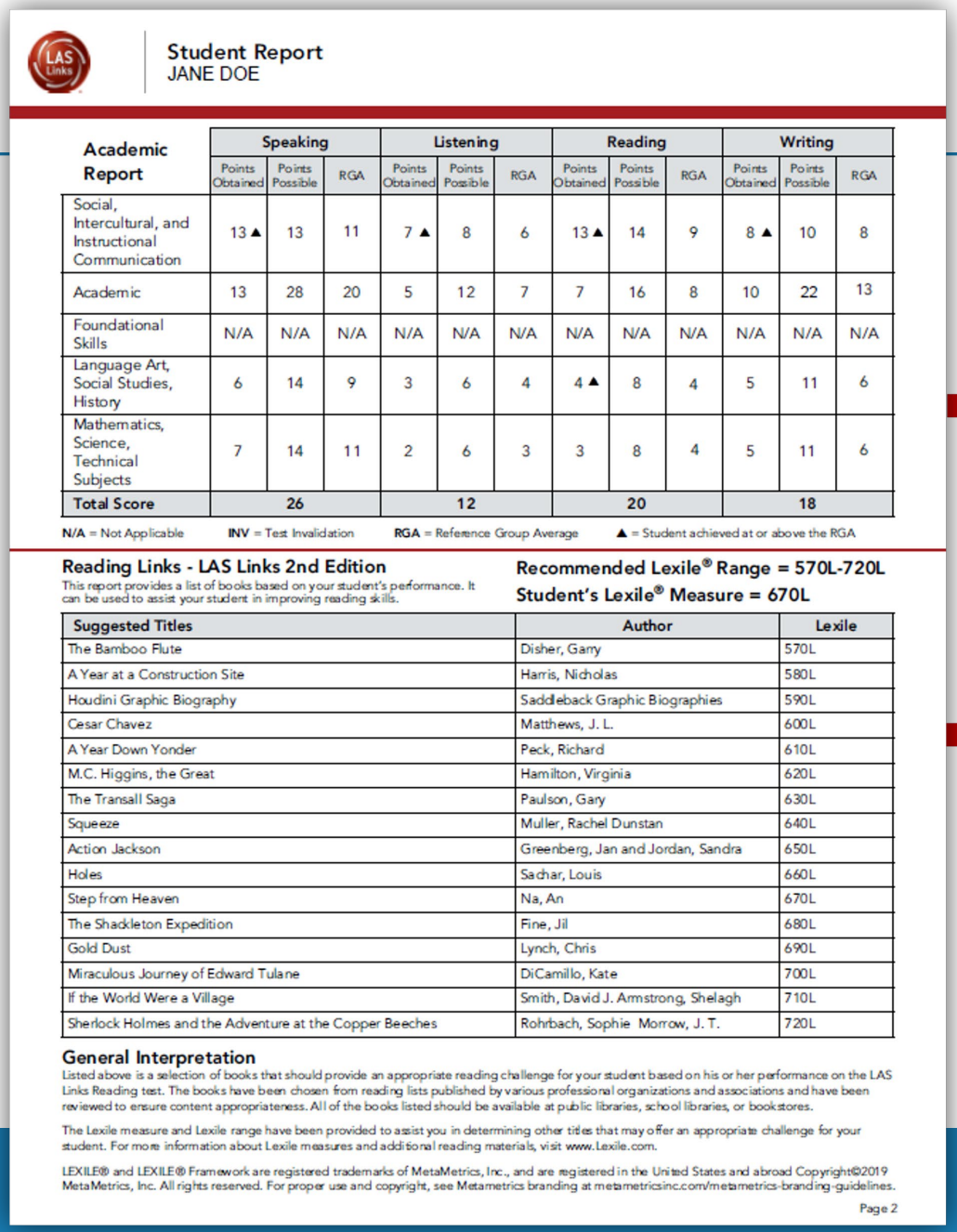
Page 1

Student Overcall Proficiency Level: Indicates Overall Proficiency Level (level 1 beginning, level 2 early intermediate, level 3 intermediate, level 4 proficient, and level 5 above proficient)

Proficiency Level Definitions provide stakeholders with information about each level

Shows Scale Score and Proficiency Level for each domain and composite score as well as where “in the level” the student is performing

Preliminary Student Proficiency Report (back)



Student Report
JANE DOE

Academic Report	Speaking			Listening			Reading			Writing		
	Points Obtained	Points Possible	RGA	Points Obtained	Points Possible	RGA	Points Obtained	Points Possible	RGA	Points Obtained	Points Possible	RGA
Social, Intercultural, and Instructional Communication	13 ▲	13	11	7 ▲	8	6	13 ▲	14	9	8 ▲	10	8
Academic	13	28	20	5	12	7	7	16	8	10	22	13
Foundational Skills	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Language Art, Social Studies, History	6	14	9	3	6	4	4 ▲	8	4	5	11	6
Mathematics, Science, Technical Subjects	7	14	11	2	6	3	3	8	4	5	11	6
Total Score	**26**			**12**			**20**			**18**		

N/A = Not Applicable **INV** = Test Invalidation **RGA** = Reference Group Average ▲ = Student achieved at or above the RGA

Reading Links - LAS Links 2nd Edition

This report provides a list of books based on your student's performance. It can be used to assist your student in improving reading skills.

Recommended Lexile® Range = 570L-720L
Student's Lexile® Measure = 670L

Suggested Titles	Author	Lexile
The Bamboo Flute	Disher, Garry	570L
A Year at a Construction Site	Harris, Nicholas	580L
Houdini Graphic Biography	Saddleback Graphic Biographies	590L
Cesar Chavez	Matthews, J. L.	600L
A Year Down Yonder	Peck, Richard	610L
M.C. Higgins, the Great	Hamilton, Virginia	620L
The Transall Saga	Paulson, Gary	630L
Squeeze	Muller, Rachel Dunstan	640L
Action Jackson	Greenberg, Jan and Jordan, Sandra	650L
Holes	Sachar, Louis	660L
Step from Heaven	Na, An	670L
The Shackleton Expedition	Fine, Jil	680L
Gold Dust	Lynch, Chris	690L
Miraculous Journey of Edward Tulane	DiCamillo, Kate	700L
If the World Were a Village	Smith, David J. Armstrong, Shelagh	710L
Sherlock Holmes and the Adventure at the Copper Beeches	Rohrbach, Sophie Morrow, J. T.	720L

General Interpretation

Listed above is a selection of books that should provide an appropriate reading challenge for your student based on his or her performance on the LAS Links Reading test. The books have been chosen from reading lists published by various professional organizations and associations and have been reviewed to ensure content appropriateness. All of the books listed should be available at public libraries, school libraries, or bookstores.

The Lexile measure and Lexile range have been provided to assist you in determining other titles that may offer an appropriate challenge for your student. For more information about Lexile measures and additional reading materials, visit www.Lexile.com.

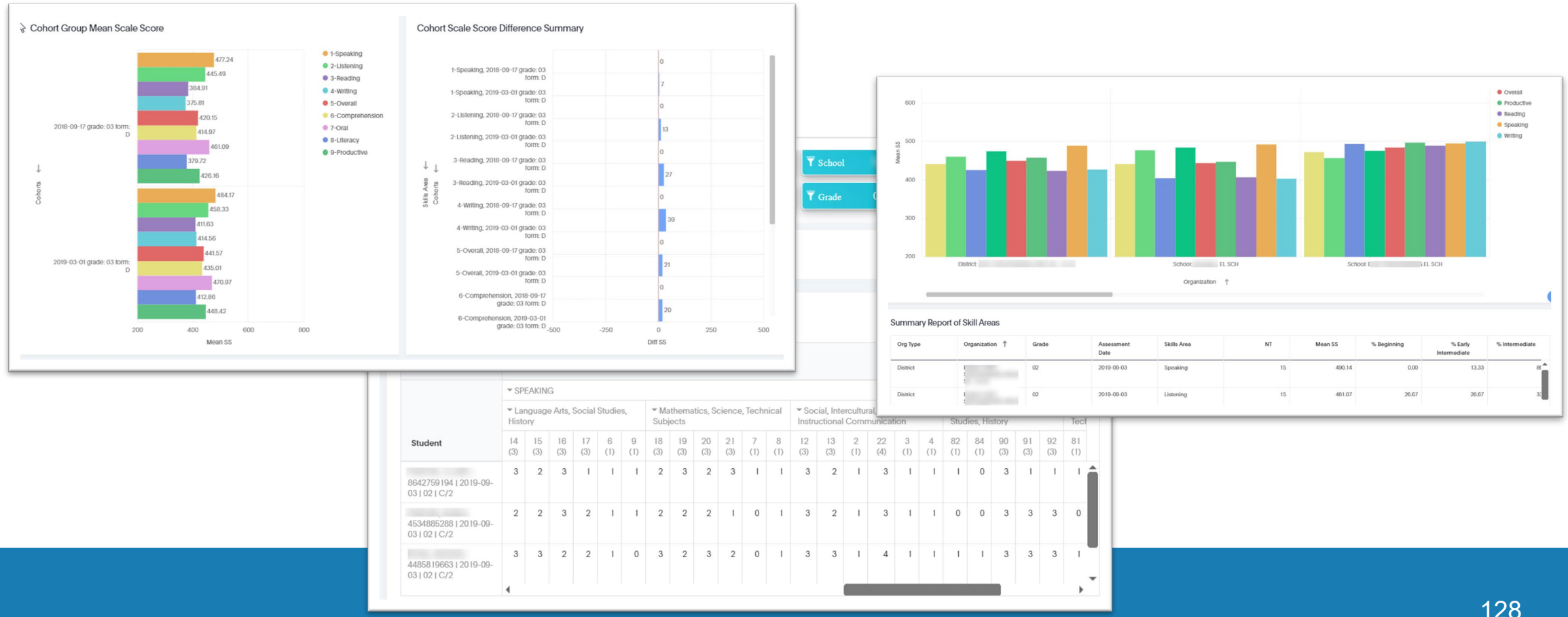
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- Provides specific academic language strand scores, allowing teachers to pinpoint areas of need and focus
- Provides Lexile levels and suggested reading titles

LAS Links Interactive Reports

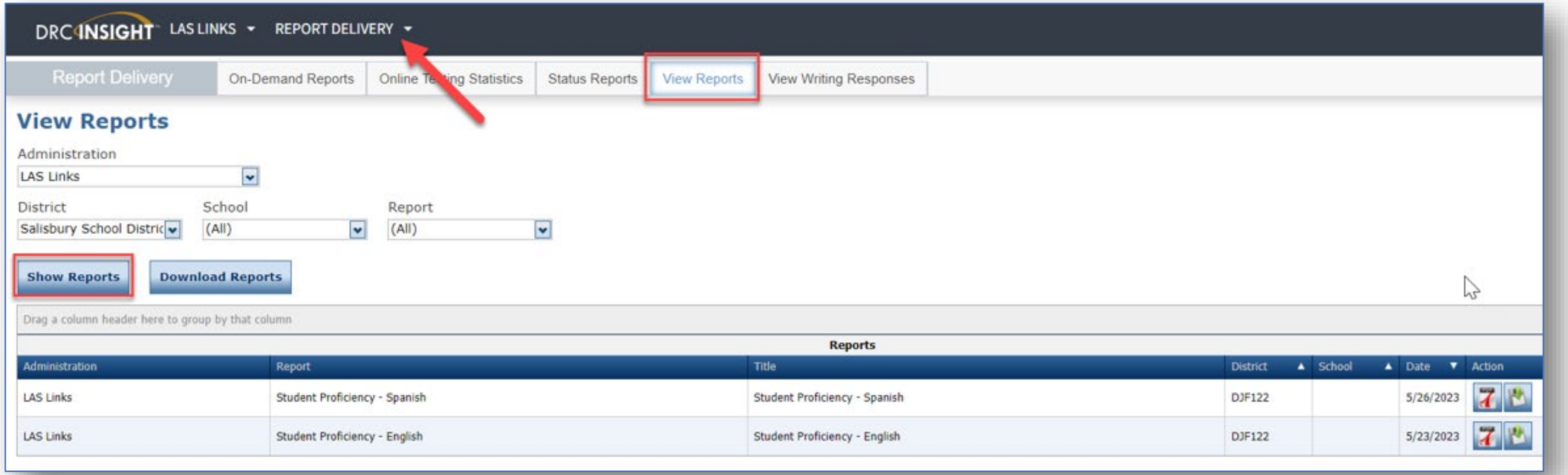
- Summary Reports and Student Rosters will be available after CSDE approves final scores. Sample Reports



Final Scores – Printing District Level PDFs

After CSDE approves final scores, District level PDFs will be available for local printing:

- Student Proficiency – English and Spanish
- Go to Report Delivery, select View Reports, select Show Reports tab



LAS Links Resources and Contact Information



Resources

- CT DRC LAS Links Webpage
- LAS Links Test Administration Manual
- LAS Links Portal User Guide
- LAS Links Training Videos
- English Language Proficiency Assessment – LAS Links CSDE Document page

CSDE Contact Information

Michael Sabados

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- Turnaround Office
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Maribel Oliverio

- English Learner Consultant
- Accountability, Compliance, and Monitoring
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DRC Support

LAS Links Help Desk

- 866.282.2250 Option 2 (9:00 a.m.-5:30 p.m. EDT) or LASLinksHelpDesk@datarecognitioncorp.com

LAS Links Project Manager

- Franklin Brown
- LASLinksPM@datarecognitioncorp.com