SCReady Setup Instructions

Prior to Testing Day

Teacher/Students:

1. **Fully Charge All Devices** prior to day of testing
2. Make sure that the laptop has all Microsoft updates installed.
3. **Check that DRC Insight Online Assessments shortcut** is on student desktop *(if you do not see the shortcut see the instructions on page 8 of this PowerPoint for installing shortcut)*
4. *Assign Device to Configuration # (see instructions starting on page 2)*
5. Make sure all iPads are powered off so not connecting to wireless network
6. *Turn off wireless on laptops for 30 seconds and turn back on.*

Students

Log Laptop On As Student Individual Login

Double Click on DRC Insight Online Assessments shortcut on desktop

DRC Insight
Online
Assessments

If DRC Insight Online Assessments shortcut icon is not on desktop skip to Installation Instructions on page 8.

Click on Assign Device To ORG Unit

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]

Enter the specific Configuration #: for your school (provided by teacher) then select ADD.
If you get an invalid ORG unit ID error make sure that you entered the number correctly and the TSM server is on and connected.

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.

ORG Unit ID [ ]   [Add]

[Register]   [Cancel]

Click on **Register**

Device Registration

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   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.

Organizational Unit ID	519740361
Clients	WIDA
Organizational Unit Name	NSES WIDA TSM 1 (2017/2018)

Remove

[Register] [Cancel]

Readiness Check Screen Should Appear....All Green Checks Should Appear

Click Exit

Raise Your Hand If You Do Not Have All Green Checks

If Readiness Check Does Not Appear See Instructions On page 15 For Running Readiness Check

Click on Exit

You are now ready to test unless the DRC Insight Online Assessment Shortcut is not appearing on desktop

See Instructions on page 8 on how to install DRC Insight Software on student laptop

Installation Instructions for DRC Insight on Student Laptop

**DRC Insight should already be installed on the students laptop, in the event that it is not please follow the steps below.

Log laptop in as teacher login
Open Chrome web browser
Navigate to
https://www.rock-hill.k12.sc.us/Page/6782
The path is https://www.rock-hill.k12.sc.us
Departments>Information Technology>Testing Resources
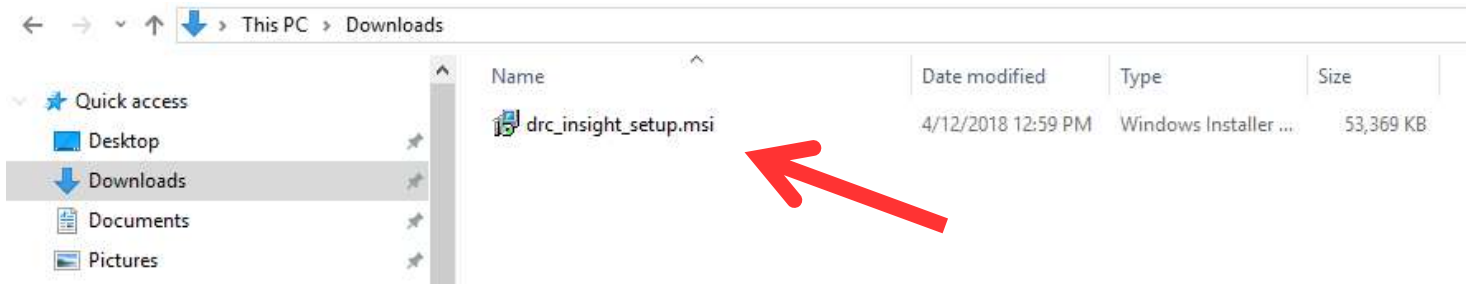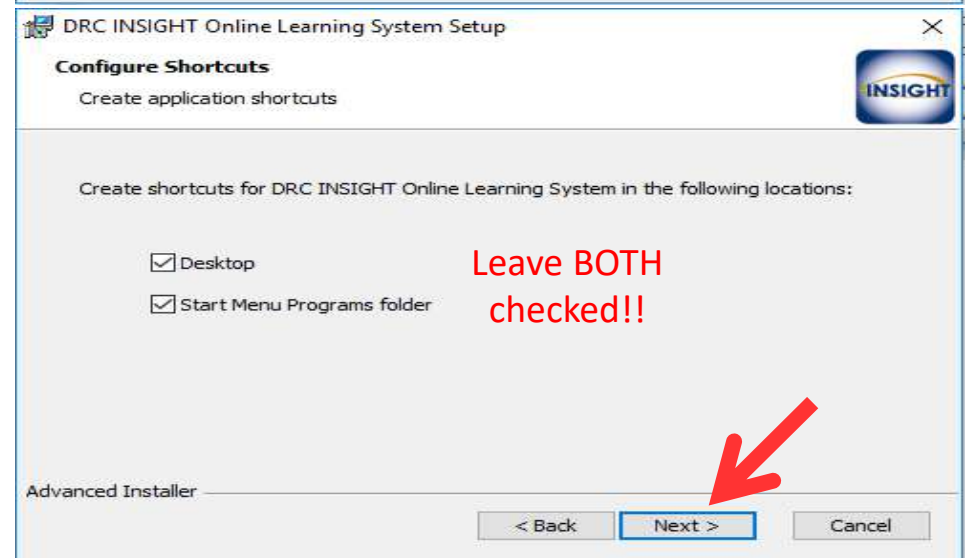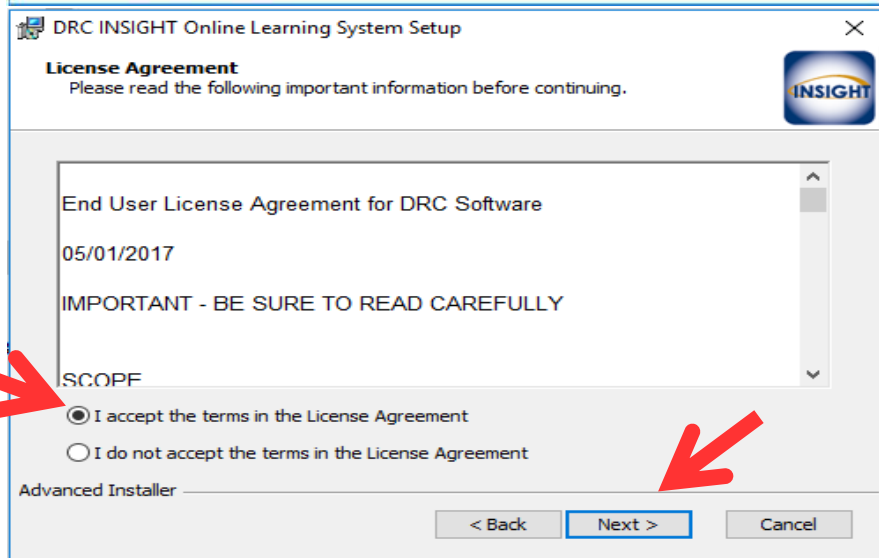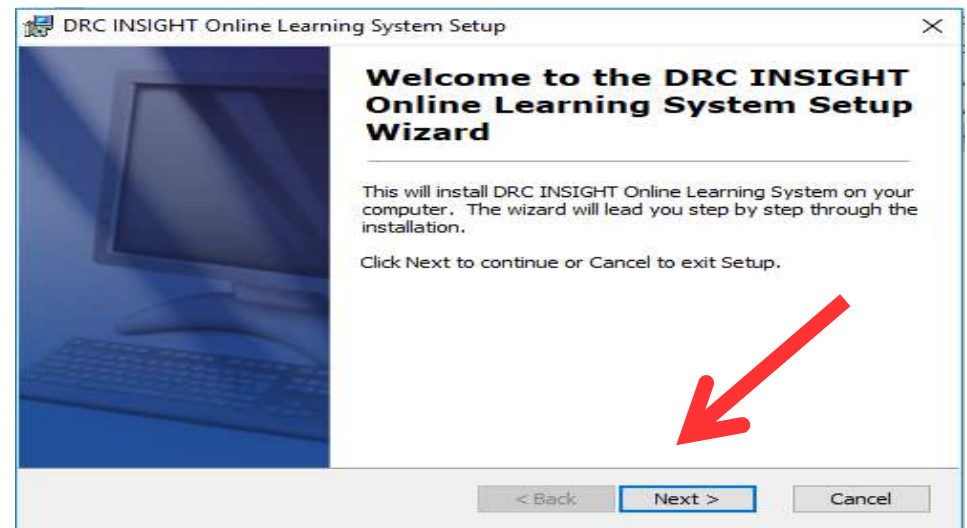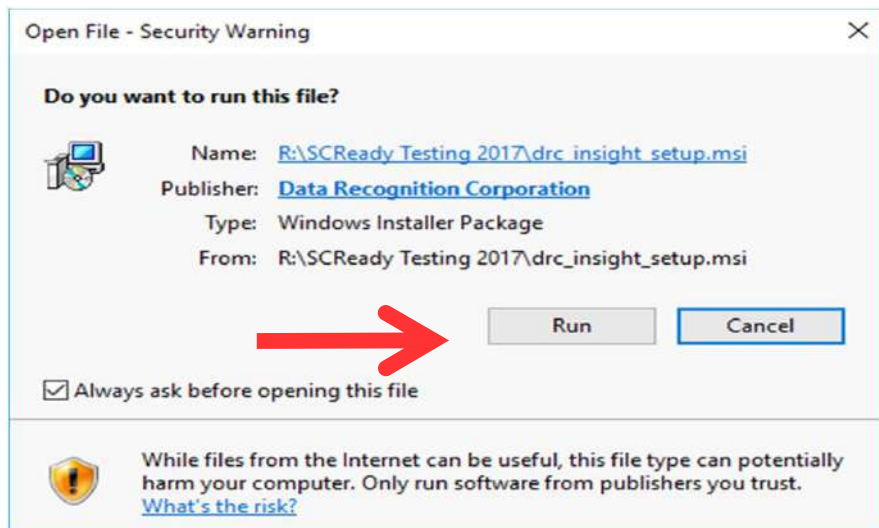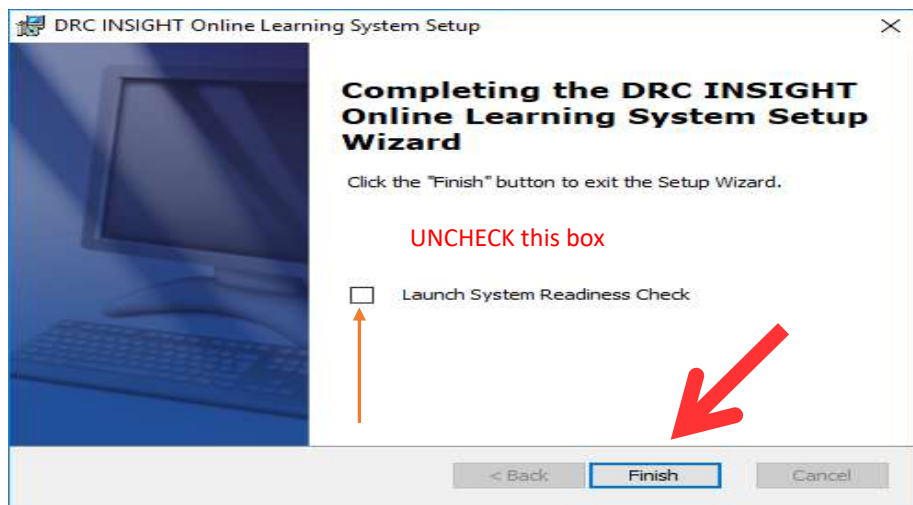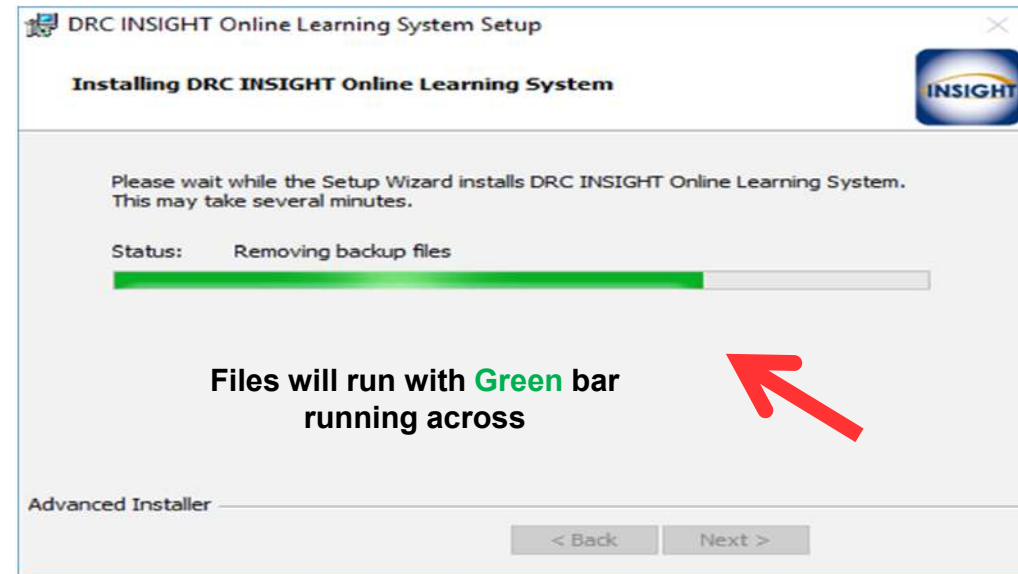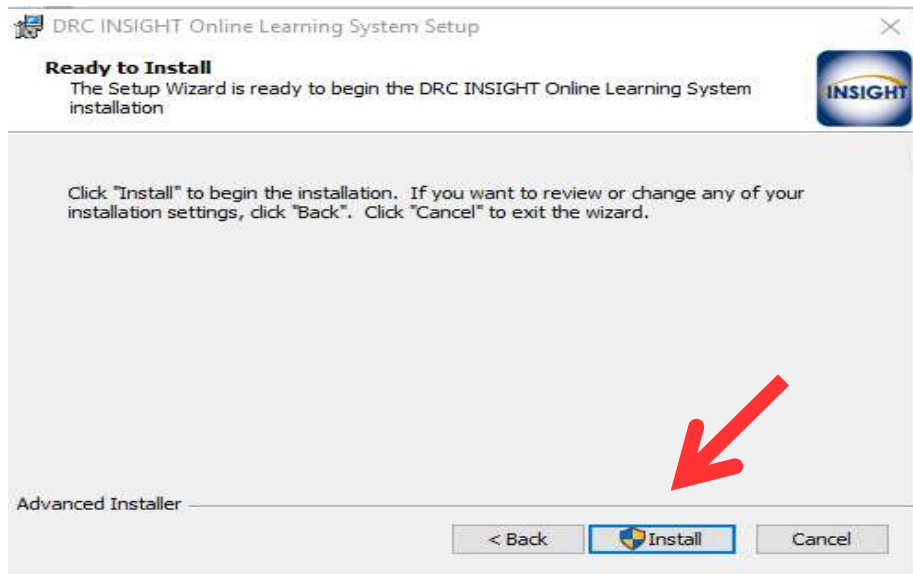Click on "DRC Insight and TSM Server 32 and 64 Install"
Should open a new page that shows the downloads
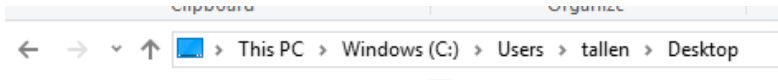Double Click on "drc_insight_setup" and download

Open the downloads folder and double click the drc_insight_setup installer.

Open File - Security Warning

Do you want to run this file?

Name: R:\SCReady Testing 2017\drc_insight_setup.msi
Publisher: Data Recognition Corporation
Type: Windows Installer Package
From: R:\SCReady Testing 2017\drc_insight_setup.msi

[Run] [Cancel]

☑ Always ask before opening this file

⚠ While files from the Internet can be useful, this file type can potentially harm your computer. Only run software from publishers you trust. What's the risk?

DRC INSIGHT Online Learning System Setup

Welcome to the DRC INSIGHT Online Learning System Setup Wizard

This will install DRC INSIGHT Online Learning System on your computer. The wizard will lead you step by step through the installation.

Click Next to continue or Cancel to exit Setup.

[< Back] [Next >] [Cancel]

DRC INSIGHT Online Learning System Setup

License Agreement
Please read the following important information before continuing.

INSIGHT

End User License Agreement for DRC Software

05/01/2017

IMPORTANT - BE SURE TO READ CAREFULLY

SCOPE

◉ I accept the terms in the License Agreement
○ I do not accept the terms in the License Agreement

Advanced Installer

[< Back] [Next >] [Cancel]

DRC INSIGHT Online Learning System Setup

Configure Shortcuts
Create application shortcuts

INSIGHT

Create shortcuts for DRC INSIGHT Online Learning System in the following locations:

☑ Desktop
☑ Start Menu Programs folder

Leave BOTH checked!!

Advanced Installer

[< Back] [Next >] [Cancel]

DRC INSIGHT Online Learning System Setup ✕

Ready to Install
The Setup Wizard is ready to begin the DRC INSIGHT Online Learning System installation

INSIGHT

Click "Install" to begin the installation. If you want to review or change any of your installation settings, click "Back". Click "Cancel" to exit the wizard.

Advanced Installer

< Back   🛡Install   Cancel

DRC INSIGHT Online Learning System Setup ✕

Installing DRC INSIGHT Online Learning System

INSIGHT

Please wait while the Setup Wizard installs DRC INSIGHT Online Learning System. This may take several minutes.

Status: Removing backup files

Files will run with Green bar running across

Advanced Installer

< Back   Next >

DRC INSIGHT Online Learning System Setup ✕

Completing the DRC INSIGHT Online Learning System Setup Wizard

Click the "Finish" button to exit the Setup Wizard.

UNCHECK this box

☐ Launch System Readiness Check

< Back   Finish   Cancel

On the desktop right click on the DRC Icon and select copy
Open **This PC** and navigate to the students
Desktop, right click and select paste

This PC > Windows (C:) > Users > tallen > Desktop

**When finished go back to Page 2 and Assign
Configuration number.**
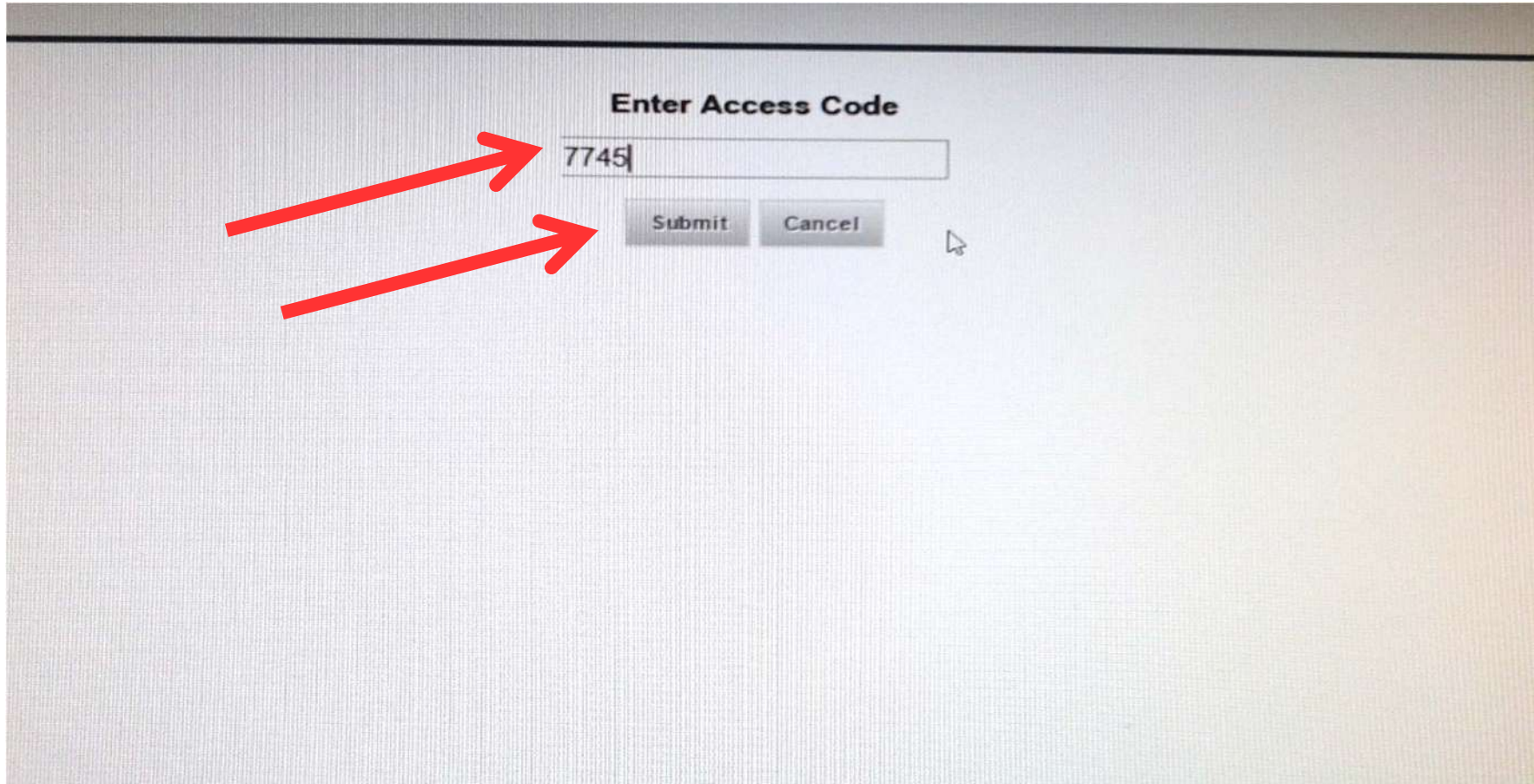
Readiness Check

**Double Click on DRC Insight Online Assessment shortcut icon on desktop
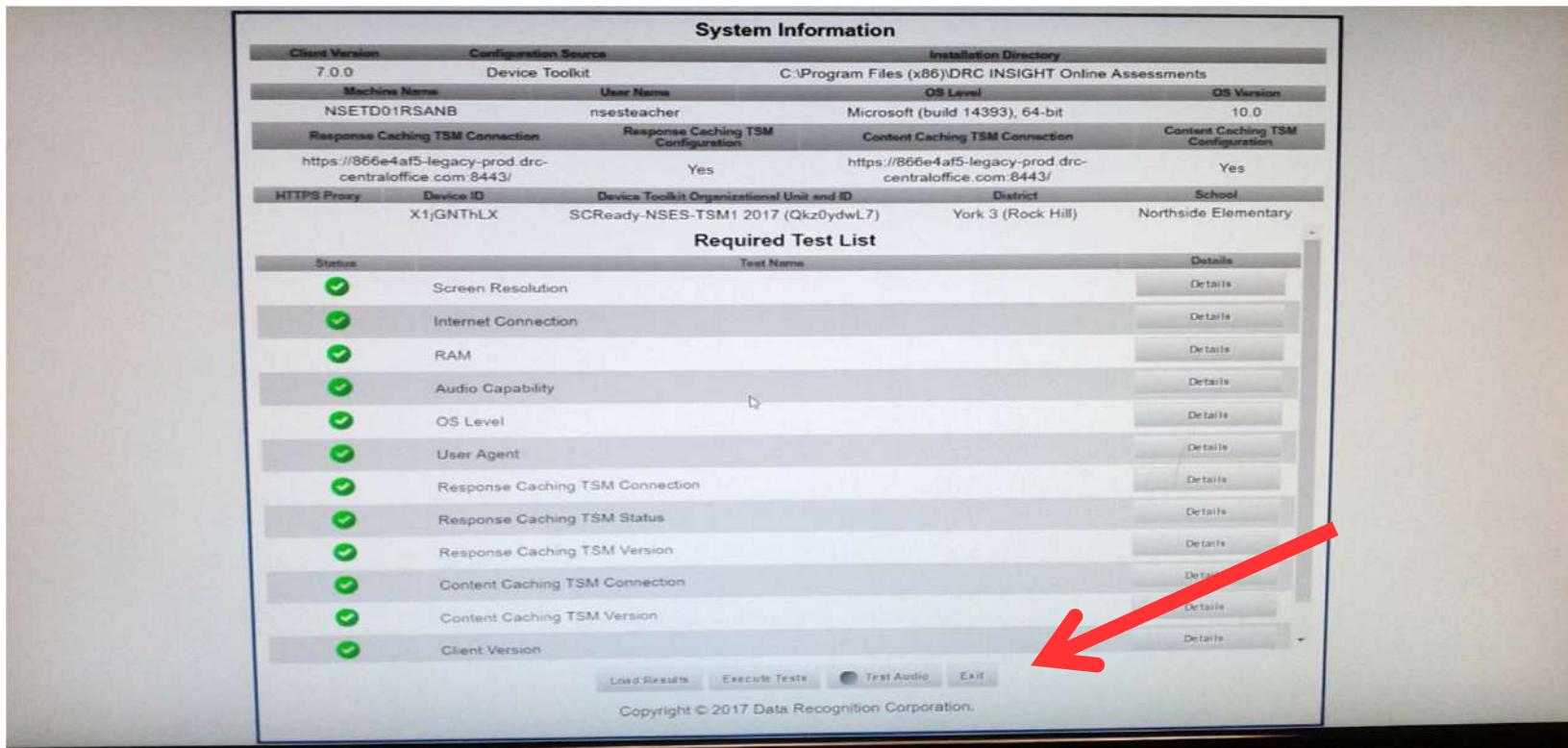Click on Purple Check in Lower Left Corner**

Enter Access Code: 7745 and select submit

Readiness Check Screen Will Appear---All **Green** Checks Should Be Showing
**(If do not have all green checks close out Readiness Check and try again. If still do not
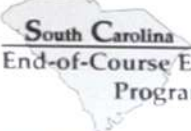 have all green checks after second attempt contact Tech Support)**

Click on **Exit**

Click on Exit

Day of Testing:

Administrator:

1. Day of Testing Make Sure TSM Station is On, Up, and Updated

Students:

1. Make sure all iPads are powered off so not connecting to wireless network
2. Log student laptop in as individual student login
3. Turn off wireless on device for 15 seconds then turn back on
4. Make sure student laptop is connected to the Secure RH3 wireless network
5. Make sure laptop is <u>not</u> in Tablet Mode
6. Perform Readiness Check prior to starting test *(see instructions on page 8 of PowerPoint for Readiness Check*