Eastern Suffolk BOCES & LAS Links Program
NEWSLETTER

The purpose of this newsletter is to ensure that all member districts and staff are informed of important information, updates, and key dates in regards to the upcoming LAS Links administration.

Key Announcements:

- The LAS Links dedicated website for New York districts, including a comprehensive FAQs page, is posted at: www.LASLinks.com/NY

- For information about LAS Links Online, please view this new (short) LAS Links video

LAS LINKS ONLINE PRE-TEST ADMINISTRATION TRAINING
September 18, 2024 | 8:30 a.m.–11:30 a.m.

This webinar session will provide an overview of the LAS Links Online language proficiency assessment system. All domain assessments for reading, writing, listening, and speaking are covered in this training. Pre-test training includes registering students, scheduling test sessions, preparing students for testing, and taking practice tests. Test proctoring (or during test) training will include test day preparation, the student testing experience, and best practices for monitoring the students during testing. Finally, post-test training will include all steps to generating reports.

REGISTER HERE

LAS LINKS ONLINE DATA DIVE TRAINING
December 4, 2024 | 8:30 a.m.–11:30 a.m.

This webinar session will review the LAS Links Online Interactive Reports, and how to leverage the Proficiency Level Descriptors, Classroom Lessons and Instructional Strategies to support language acquisition.

REGISTER HERE

JOIN US AT NYS TESOL!

Stop by our booth and be sure to check out our sessions!

FALL 2024 TEST WINDOW: 9/23/2024–11/1/2024

LAS LINKS ENGLISH FORM C

LAS LINKS ESPAÑOL FORM B

To ensure a smooth delivery of reports to all participating districts, extensions to the testing window will not be allowed.

As you prepare for the upcoming Fall testing window, Data Recognition Corporation (DRC) recommends that the following preparation steps take place. Included in the chart below are recommended tasks with **recommended target dates** to help guide your preparation.

DRC understands that each district will complete these tasks as schedules allow.
These are target dates to complete the tasks to allow enough time to complete all testing by 11/1/2024.

Target Completion Date	Task	Task Details	Supporting Resource/Guidance Document(s) and Forms
New to LAS Links: Immediate Attention Required	Follow the Steps on the Getting Started Quick Guide	This Quick Guide is a resource for the navigation and content of the LAS Links Online language proficiency assessment system. Complete the necessary steps on the Quick Guide.	Getting Started Quick Guide
Ongoing	Visit the LAS Links Digital Library Guidance Resources	The LAS Links Digital Library is your one-stop location for guidance on all pre-testing, during testing, and post-testing activities.	https://laslinks.com/ny/
9/11/2024	Add Additional Users	Confirm user access to the DRC INSIGHT Portal. Add new users as needed (include IT personnel).	Video Link: Adding Users to the Portal Guide to Adding Users to the Portal Determining User Roles in the Portal
9/11/2024	Technology Setup	Confirm with your district IT staff that DRC INSIGHT is installed and ready for use on ONSITE student devices.	For technology guidance documents, log into the DRC INSIGHT Portal > General Information > Tech Manuals and Guides
9/12/2024	Register Students	Register students into the DRC INSIGHT Portal.	Video Link: Registering Students in the Portal Guide to Registering Students in the Portal
9/13/2024	Create Test Sessions	Create new test sessions in the DRC INSIGHT Portal. DRC will convert sessions to DRC Scoring–you will not be able to do this locally.	Video Link: Scheduling Test Sessions Guide to Scheduling Test Sessions
9/18/2024	Training Webinar	LAS Links Online Test Administration Training	Register Link
9/20/2024	Print Test Tickets	Print student test tickets for testing.	Utilize the Scheduling Test Sessions video and guide (above) for information on printing test tickets.
9/20/2024	Student Practice Test	Allow students to practice using the online tools and to complete a few items in each domain in English and/or Spanish prior to live testing.	Navigating the Practice Test
9/23/2024	Test Window Starts	Utilize the Test Monitoring Application to monitor onsite and remote student testing.	Utilizing the Test Monitoring Application

Target Completion Date	Task	Task Details	Supporting Resource/Guidance Document(s) and Forms
10/15/2024	LAS Links User Meeting	Join DRC between 9:00 a.m. – 10:30 a.m. EST to support best practices of LAS Links.	Register Here
Ongoing	On-Demand and Batch Download Reports	Scores for Listening (K–12) and Reading (K–3) are available within 30–60 minutes of test completion. Scores for Speaking (K–12), Reading (4–12), and Writing (K–12) are available within 5–7 business days of subtest completion.	Guide to Generating the On-Demand and Batch Download Reports
11/1/2024	Test Window Complete	DRC will start steps to validate and move your data to LAS Links Interactive Reports.	DRC will move all incomplete tests to complete status. LAS Links Interactive Reports are available 15–20 business days from the time the test window has closed. Sample LAS Links Interactive Reports
12/4/2024	LAS Links Data Dive Training	Join DRC between 8:30 a.m. - 11:30 a.m. EST for the LAS Links Data Dive Training.	Register Here

LAS LINKS REPORTS AND INSTRUCTIONAL MATERIALS

On-Demand and Enhanced Student Reports:

As students complete their assigned subtests, On-Demand reports will become available to help inform instruction. Scores for Listening (K–12) and Reading (K–3) are available within 30–60 minutes of test completion. Scores for Speaking (K–12), Reading (4–12), and Writing (K–12) are available within 5–7 business days of subtest completion.

- Click HERE for information on how to access the Enhanced student reports.
- Click HERE to watch a video on how to interpret and analyze your student reports.
- Click HERE to access LAS Links Instructional Strategies to use your data as a call to action.

LAS Links Interactive Reports:

LAS Links Interactive Reports are available 15–20 business days from the time the test window has closed. Sample LAS Links Interactive Reports

- Click HERE for a sneak peek on how to generate and interpret the reports.
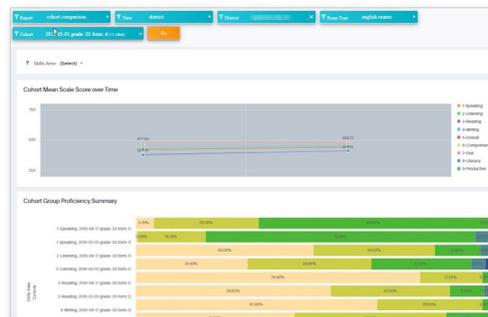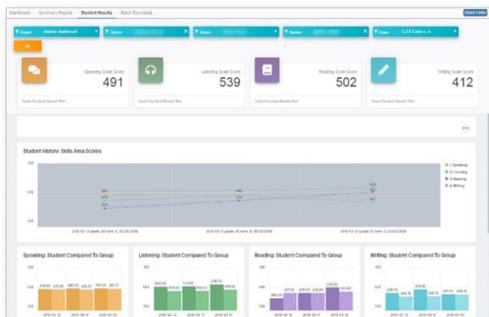
LAS Links Instructional Guidance Lessons:

DRC provides, at no additional cost, the LAS Links Instructional Guidance Materials, which may be downloaded from the Portal. Go to My Applications > General Information > Documents.

Please feel free to contact us with any questions, and as always, all required technical assistance should be directed to the LAS Links Helpdesk.

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