### **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.



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.



#### Click on **Register**



#### 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* 

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	X1jGNThLX	SCReady-NSES-TSM1 20	17 (Qkz0ydwL7)	York 3 (Rock Hill)	Northside Elementary		
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		Copyright © 2017 D	lata Recognition Con	poration.			

#### 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 <a href="https://www.rock-hill.k12.sc.us">https://www.rock-hill.k12.sc.us</a>
- 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.



	Security War	ning		
Do you v	vant to run ti	his file?		
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1.	Publisher:	Data Recognit	ion Corporation	
	Type:	Windows Insta	ler Package	
	From:	R:\SCReady Te	ting 2017\drc_insight_s	setup.msi
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On the desktop right click on the DRC Icon Open **This PC** and navigate to the students Desktop, right click and select paste

and select copy

← → ∽ ↑ 📃 > 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

	Enter Access Code
A	7745
	Submit Cancel

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** 

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#### Click on **Exit**

# Welcome to the South Carolina Online Assessments



#### 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*