

# DRC INSIGHT Software Update Training

---

**TO: District Assessment Contacts and NeSA Technology Assessment Contacts**  
**FROM: The Nebraska Department of Education**  
**DATE: 01/29/2014**

---

The Nebraska Department of Education (NDE) and Data Recognition Corporation (DRC) invite you to participate in the DRC INSIGHT Software Update Training WebEx Sessions. DRC INSIGHT Software Update Training is designed to inform Nebraska technology personnel about software updates to INSIGHT and the Local Caching Service (LCS). We will cover the following topics:

- 02/17/14 DRC INSIGHT software update
- Uninstalling the Local Caching Service (LCS)
- Overview of the Testing Site Manager (TSM)
- Uninstalling the Java version of INSIGHT (previously used for Check4Learning)
- Questions & Answers

Session length is scheduled for one hour, but could vary based on the number of questions asked by participants during the presentation.

Training sessions will be presented online using WebEx. WebEx allows participants to log on via computer for a visual demonstration, in addition to providing an audio component via the telephone. We encourage appropriate personnel to attend **one** of the two available training sessions. For those who are unable to attend any of the scheduled sessions, the PowerPoint presentation and a recording of one of the WebEx sessions will be made available on the NDE's website.

Please review the instructions on the following page to learn how to join a training session.

- **Note that each training session has a separate meeting number and link.**
- Begin the login process 15 minutes prior to the scheduled start time.
- Log in to the online meeting using your computer.
- After logging in to the online meeting, WebEx gives participants two options for connecting to the conference call. You may choose to have the system call you back at a phone number of your choice or to connect directly using a toll-free number. Select your choice from the menu that appears at login and follow the on-screen instructions.

**IMPORTANT NOTICE:** This WebEx service includes a feature that allows audio and any documents and other materials exchanged or viewed during the session to be recorded. By joining this session, you automatically consent to such recordings.

---

## ***For assistance with WebEx***

---

1. Go to <https://datarecognitioncorp.webex.com/datarecognitioncorp/mc>
2. On the left navigation bar, click "Support" or call (866) 229-3239.

<http://www.webex.com>

"We've got to start meeting like this."™

## Topic: DRC INSIGHT Software Update Training- Session 1

Date: Tuesday, February 18, 2014

Time: 3:00-4:00 p.m., Central Standard Time

Meeting Number: 805 002 113

Meeting Password: Update-1

### What to do on February 18<sup>th</sup> to join the 3:00 p.m. meeting:

1. About 15 minutes prior to the meeting's start time, either click the following link or copy and paste it into your Web browser (do not type it in): <https://datarecognitioncorpaudio.webex.com/datarecognitioncorpaudio/j.php?ED=248003402&UID=0&PW=NMzU4NGNmYWQ2&RT=MiM3>
  2. Enter your **name and district name** (example: Jane Smith - Good Public Schools), and email address.
  3. Click "Join Now."
  4. To hear the meeting you must call in by telephone **after** you have joined the meeting online. To participate in the audio portion of the session, you may elect to either receive a call back or to call the toll-free number provided on screen. Follow the WebEx teleconference instructions that appear on your computer. If you opt to call the toll-free number, you will be prompted to enter the meeting number (805 002 113) and a unique Attendee Code provided on screen. **You must enter the Attendee Code in order to participate in the audio portions of the presentation.**
- 

## Topic: DRC INSIGHT Software Update Training- Session 2

Date: Wednesday, February 19, 2014

Time: 9:00-10:00 a.m., Central Standard Time

Meeting Number: 808 567 640

Meeting Password: Update-2

### What to do on February 19<sup>th</sup> to join the 9:00 a.m. meeting:

1. About 15 minutes prior to the meeting's start time, either click the following link or copy and paste it into your Web browser (do not type it in): <https://datarecognitioncorpaudio.webex.com/datarecognitioncorpaudio/j.php?ED=248004182&UID=0&PW=NQGxNjE3ZTNk&RT=MiM3>
  2. Enter your **name and district name** (example: Jane Smith - Good Public Schools), and email address.
  3. Click "Join Now."
  4. To hear the meeting you must call in by telephone **after** you have joined the meeting online. To participate in the audio portion of the session, you may elect to either receive a call back or to call the toll-free number provided on screen. Follow the WebEx teleconference instructions that appear on your computer. If you opt to call the toll-free number, you will be prompted to enter the meeting number (808 567 640) and a unique Attendee Code provided on screen. **You must enter the Attendee Code in order to participate in the audio portions of the presentation.**
-