



**DRC INSIGHT**™  
ONLINE LEARNING SYSTEM

**Technology User Guide**  
**Volume II: Central Office**  
**Services (COS)**

**WISCONSIN**

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# Introduction

## About This Guide

This volume, *Volume II: Central Office Services (COS)*, is part of a multi-volume set of user guides that describe how to configure, install, manage, and troubleshoot the DRC INSIGHT Online Learning System. This volume describes how to install and configure Central Office Services (COS), a software package that allows you to manage your online testing environment from a central location. After you have installed and configured COS, the accompanying [COS Online Help](#) provides information about how to manage your COS environment.

The audience for this guide is the Technology Coordinators (TCs) who are responsible for setting up and managing online testing and ensuring that their systems work effectively and securely. The audience should be knowledgeable about the technical details of the appropriate operating systems and have the necessary security privileges to perform the tasks discussed in this guide.

## Central Office Services (COS)

The complete COS software consists of a number of functional components, including Content Management and Content Hosting (for an overview of COS and related terminology, see *Volume I: Introduction to Online Testing*).

This user guide describes COS and its software components and previews some of the components planned for future releases. COS has the following characteristics:

- It supports Content Hosting, and Content Management. Within a COS Configuration, sites can use COS Service Devices (COS - SDs) for Content Management and Content Hosting.

See *Online Testing Setup Options* in *Volume I: Introduction to Online Testing* for details about the online testing setups that are available with COS.

- It is designed to automatically receive software updates. After you install the software, COS will automatically retrieve and install COS updates as they become available.
- It supports Windows, Linux, and Mac COS - SDs.
- It supports Windows, Linux, Mac, iPad, and Chrome Testing Devices.

## COS Service Devices and the Number of Students Testing

As a general guideline, you can install the COS software for a large number of students that are testing at the same time (concurrently). This guideline is based on the following assumptions:

- The COS - SD is configured for Content Management and Content Hosting.
- The COS - SD software is installed on a dedicated device.
- The COS - SD and network meet the necessary system requirements.

The number of COS - SDs required may differ based on the actual hardware and software specifications of the COS - SD, the network speed, and the COS - SD options selected.

### ***COS Service Device System Requirements***

For details regarding COS - SD system requirements and the number of concurrent testers, refer to the latest version of the *DRC INSIGHT Online Learning System Supported System Requirements* available at your state's Portal site by navigating to **General Information–Downloads** and clicking **View System Requirements** at the bottom of the Test Setup General Information page.

### ***Tablet Devices and COS Service Devices***

A COS - SD is used primarily to cache and manage test content. iPad, Chromebook, and other tablet devices cannot be used as host machines for a COS Service Device. As a result, you should install the COS - SD software on a Windows PC, Mac (macOS) computer, or a Linux machine, and connect to the COS - SD when you install DRC INSIGHT on the tablet device.

### ***Software Installation and Update Rights***

.....  
**!** **Important:** Certain software rights are required to install and/or automatically update DRC INSIGHT and the COS - SD software. DRC INSIGHT requires Administrator rights to install it and Write access to perform the software Automatic Update function. The COS - SD software requires Administrator rights to install it.  
.....

## Overview of Working with COS

The tasks involved in the process of installing, configuring, and using the COS software are summarized below. For details, see the referenced information, which is linked to other sections in this guide.

**Note:** The first five tasks are numbered to follow the order in which you would perform them during initial installation and setup. The unnumbered tasks are optional.

**Task 1:** Install the COS software and create a COS - SD

*Reference:* The various installation sections within this volume.

**Task 2:** Create a COS Configuration

*Reference:* “[Quick Tour: Creating a Central Office Services Configuration](#)” on page 23

**Task 3:** Install (or uninstall and reinstall) DRC INSIGHT and associate it with the COS Configuration that you created

*Reference:* [Volume III: DRC INSIGHT](#)

**Task 4:** Use the COS Dashboard to monitor your COS Configurations, COS - SDs, and Testing Devices

*Reference:* [COS Online Help](#)

**Task 5:** Use the Configurations tab options to manage your COS Configurations, services, and devices

*Reference:* [COS Online Help](#)

**Task:** Create a Pool of COS - SDs

*Reference:* [COS Online Help](#)

**Task:** Configure DRC INSIGHT to allow student testing without using a COS - SD (for an extremely low number of testers)

*Reference:* [COS Online Help](#)



# COS Windows Installation

## Quick Tour: Installing COS - SD Software on Windows Devices

This Quick Tour describes how to install the COS Service Device (COS - SD) software on a Windows device. DRC provides an easy-to-use wizard to install the COS - SD software.

**! Important:** To access COS, you must have the Portal Device Toolkit permission.

1. To launch the wizard and start the installation, on a Windows device that meets the COS - SD system requirements sign in to your state's Portal site, select **MY APPLICATIONS—General Information—Downloads**, and click the **Central Office Services (COS) Installer** icon (📄) to download the COS installation wizard file (coinstaller.exe).
2. After the file is downloaded, double-click on the **coinstaller.exe** file to start the installation wizard. When the Setup - Central Office window displays, click **Next** to continue.
3. The Installation Folder window displays. You must indicate where to install the COS - SD software and where to store downloaded content.

The default location for the COS - SD software is **C:\Program Files\CentralOffice** and the default location for the COS - SD software to store downloaded test content is **C:\Program Files\CentralOffice\content\_fs**.

Click **Next** to select the default locations, or **Browse...** to select different locations. DRC recommends using the default locations.

4. The Proxy Host window displays. This window allows you to specify a separate proxy server for the COS - SD. This step is optional.
  - If you are not planning to use a proxy server, leave the field blank and click **Next**.
  - If you are planning to use a proxy server, enter the URL of the server in the Proxy Host field and click **Next**.
5. The Ready to Install window displays. The window indicates the amount of disk space the installation will require. Click **Install** to continue (or **Cancel** to exit the installation).
6. The Installing Central Office window displays, indicating the progress of the installation.

**Note:** The installation process can take 30–45 minutes.

7. The Configure Service Ports window appears. On this window you specify the port to use for Content Hosting (labeled the Base port). The COS software uses the base port to determine which ports to use for the Content Downloading, Relay, and Restricted Proxy services (labeled the Additional ports).

The ports are four consecutive numbers, but you only need to enter the base port number in the Base port field. After you specify the base port, COS automatically selects the next three consecutively numbered ports. COS requires four port numbers, even if the device being configured will not use all of them.

The default port values are 55222, 55223, 55224, and 55225. You may select alternative port numbers as long as four consecutive numbers are available. For example, if you specify 11223 for the base port, COS also attempts to use ports 11224, 11225, and 11226.

## Quick Tour: Installing COS - SD Software on Windows Devices (cont.)

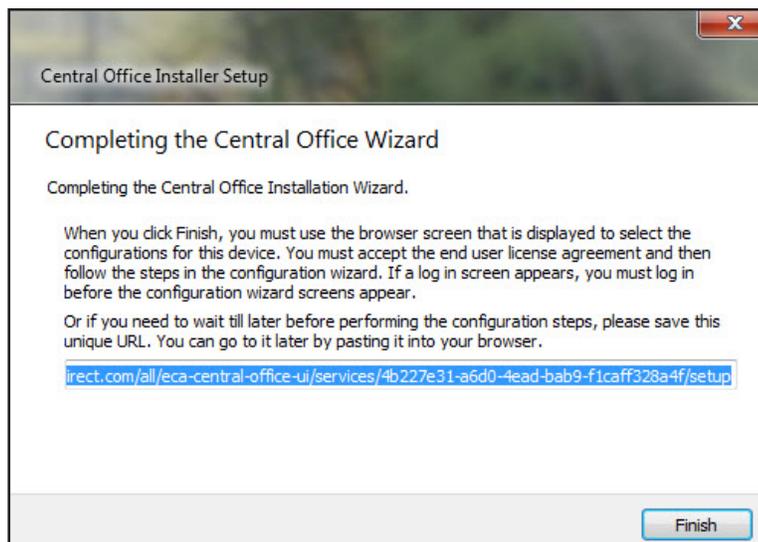
8. After you select your ports, but before you click **Next**, click **Test** to verify that the ports selected are available on the device.
  - If the Installer dialog indicates that the ports are available, click **OK** and **Next** (or **Cancel** to exit the installation).
  - If the Installer dialog that displays indicates that the ports are not available, select a different base port and repeat this step until you have ports that are available.

**!** **Important:** The ports you select may be blocked at the time of testing despite being available during installation. At testing time, verify that these ports are allowed and whitelisted on your COS - SD's firewall. If the ports are blocked and not whitelisted, the Testing Device will encounter a Connection Error that will prevent it from being used for testing.

To avoid conflicts and verify that no other device is using these ports, you can enter the command **netstat -a** from a command prompt to display a list of the ports currently being used.

9. Two things now occur at the same time: The Completing the Central Office Wizard window appears and the DRC INSIGHT Portal screens are launched.

**!** **Important:** From the Completing the Central Office Wizard window highlight and copy and save the URL that displays—you can use it to resume the process at this point (if necessary) without re-installing the COS - SD software.



Click **Finish** in the Completing the Central Office Wizard window. To complete the process of configuring your COS - SD, see “Quick Tour: Creating a Central Office Services Configuration” on page 23.

## ***Manually Updating COS - SDs for Windows***

DRC sends COS - SD software updates automatically at regular intervals. If a COS - SD is turned off when DRC releases an update, the COS - SD will not receive the update until the next time it is turned on at night.

Perform the following steps if you need to manually update the COS - SD software on a Windows machine.

1. From the Program Files or Program files (x86) folder of the COS - SD, double-click the **Central Office** folder.
2. Double-click the **maintenancetool.exe** file.
3. On the Setup - Central Office screen, check **Update components** and click **Next**.
4. A message displays indicating the results of the update. Click **Quit** to finish.

## ***Uninstalling the COS - SD Software for Windows Machines***

To uninstall the COS - SD software from a Windows machine, perform the following steps.

1. From the Program Files or Program files (x86) folder of the COS - SD, double-click the **Central Office** folder.
2. Double-click the **maintenancetool.exe** file.
3. When the Setup - Central Office screen displays, verify that **Remove all components** is selected and click **Next**.
4. On the Ready to Uninstall screen, click **Uninstall**. The uninstall process completes in a few minutes.



# **COS Mac (macOS) Installation**

## Quick Tour: Installing COS - SD Software on Mac Devices

This Quick Tour describes how to install the COS - SD software on a Mac (macOS) device. DRC provides an easy-to-use wizard to install the COS - SD software.

**!** **Important:** To access COS, you must have the Device Toolkit permission.

1. To launch the wizard and start the installation, on a Mac device that meets the COS - SD system requirements sign in to your state's Portal site, select **MY APPLICATIONS–General Information–Downloads**, and click the **Central Office Services (COS) Installer** icon (📄) to download the COS - SD installation wizard file (coinstaller.zip).

2. After you have downloaded the file, double-click on the file to open it, and double-click the **coinstaller** application file that is inside to launch the wizard.

**Note:** You must be a Mac System Administrator to install the COS - SD software from this file.

3. The Setup - Central Office window displays for the Central Office Installation Wizard.

**Note:** On most installation windows, you can click Go Back to return to the previous window, Continue to proceed to the next window, and Cancel to cancel the installation.

Click **Continue**.

4. The Installation Folder window displays. You must indicate where to install the COS - SD software and where to store downloaded content.

The default location for the COS - SD software is **/Applications/CentralOffice**. and the default location for the COS - SD software to store downloaded content is **/Applications/CentralOffice/content\_fs**.

You can use the Browse buttons to select different locations. DRC recommends that you use the default locations.

When you are ready, click **Continue**.

5. The Proxy Host window displays. This window allows you to specify a separate proxy server for the COS - SD. This step is optional.

- If you are not planning to use a proxy server, leave the field blank and click **Continue**.
- If you are planning to use a proxy server, enter the URL of the server in the Proxy Host field and click **Continue**.

6. The Ready to Install window displays. The window indicates the amount of disk space the installation will require and the components that will be installed as part of the COS - SD software.

Click **Install** to continue.

7. You must be a Mac System Administrator to install the COS - SD software. After you enter your name and password and click **Install Software**, the installation begins.

### Quick Tour: Installing COS - SD Software on Mac Devices (cont.)

8. The Installing Central Office window displays, indicating the progress of the installation. You can click **Hide Details** to hide the details of the installation process, or **Show Details** to reveal them.

**Note:** The installation process can take 10–20 minutes.

9. The Configure Service Ports window appears. On this window you specify the port to use for Content Hosting (labeled the Base port). The COS - SD software uses the base port to determine which ports to use for the Content Downloading, Relay, and Restricted Proxy services (labeled the Additional ports).

The ports are four consecutive numbers, but you only need to enter the base port number in the Base port field. After you specify the base port, the COS - SD software automatically selects the next three consecutively numbered ports. The software requires four port numbers, even if the device being configured will not use all of them.

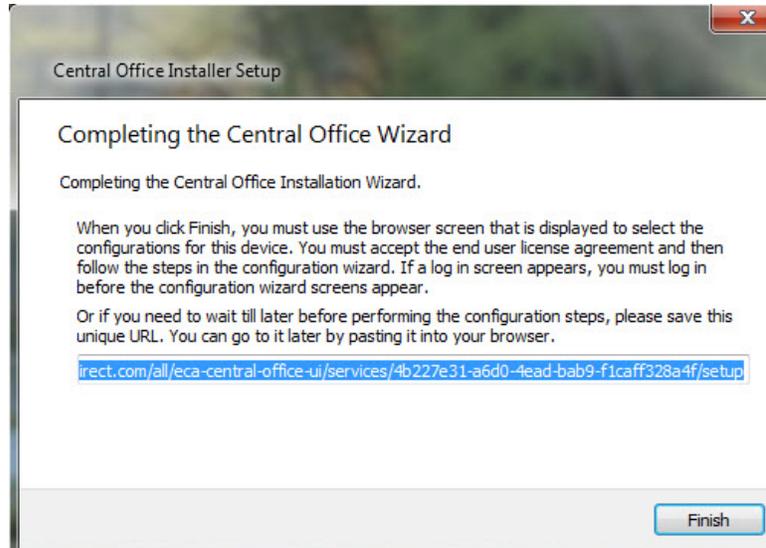
The default port values are 55222, 55223, 55224, and 55225. You may select alternative port numbers as long as four consecutive numbers are available. For example, if you specify 11223 for the base port, the COS - SD software also attempts to use ports 11224, 11225, and 11226.

 **Important:** The ports you select may be blocked at the time of testing despite being available during installation. At testing time, verify that these ports are allowed and whitelisted on your COS - SD's firewall. If the ports are blocked and not whitelisted, the Testing Device will encounter a Connection Error that will prevent it from being used for testing.

10. After you select your ports, but before you click **Continue**, click **Test** to verify that the ports selected are available on the device.
  - If the Installer dialog indicates that the ports are available, click **OK** and then click **Continue**.
  - If the Installer dialog that displays indicates that the ports are not available, select a different base port and repeat this step until you have ports that are available.

## Quick Tour: Installing COS - SD Software on Mac Devices (cont.)

11. Two things now occur at the same time: The Completing the Central Office Wizard window appears and the DRC Portal screens are launched.



.....

! **Important:** From the Completing the Central Office Wizard window highlight and copy and save the URL that displays—you can use it to resume the process at this point (if necessary) without re-installing the COS - SD software.

.....

Click **Done** in the Completing the Central Office Wizard window. To complete the process of configuring your COS - SD, see “Quick Tour: Creating a Central Office Services Configuration” on page 23.

### ***Manually Updating COS - SD Software for Mac Devices***

DRC COS software updates automatically at regular intervals. If a COS - SD is turned off when DRC releases an update, the COS - SD will not receive the update until the next time it is turned on at night.

Perform the following if you need to manually update the COS software on a Mac machine.

1. From the COS - SD, select **Applications–Central Office–maintenancetool**.
2. Enter your Mac Administrator login information.
3. On the Setup - Central Office screen, select **Update components** and click **Continue**.
4. When the update process completes, a message displays indicating the results of the update. Click **Done**.

### ***Uninstalling the COS - SD Software for Mac Devices***

To uninstall the COS - SD software from a Mac machine, perform the following steps.

1. From the COS - SD, select **Applications–Central Office–maintenancetool**.
2. Enter your Mac Administrator login information.
3. On the Setup - Central Office screen, select **Remove all components** and click **Continue**.
4. On the Ready to Uninstall screen, click **Uninstall**.
5. If necessary, re-enter your Mac Administrator login information. The uninstall process completes in a few minutes.
6. When the uninstall process completes, click **Done**.



# COS Linux Installation

## Quick Tour: Installing COS - SD Software on Linux Devices

This Quick Tour describes how to install the COS - SD software on a Linux device. DRC provides an easy-to-use wizard to install the COS software.

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**!** **Important:** To access the COS - SD software, you must have the Device Toolkit permission.

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1. To launch the wizard and start the installation, on a Linux device that meets the COS - SD system requirements sign in to your state's Portal site, select **MY APPLICATIONS–General Information–Downloads**, and click the **Central Office Services (COS) Installer** icon () to download the COS - SD software installation wizard file (coinstaller) to a directory that you specify.
2. After the file is downloaded, start a terminal session and navigate to your Downloads directory by using the `cd` command. Verify that the coinstaller file is in the Downloads directory by using the `ls` command.
3. After you have downloaded the installation file, you must make the downloaded file executable. Enter the following command (all Linux commands are case-sensitive) and press **Enter** to convert the coinstaller file to an executable file:

```
chmod a+x coinstaller
```

4. If the conversion was successful, enter the following command to run the file and start the installation:

```
sudo ./coinstaller
```

The `sudo` command gives you temporary administrator privileges.

5. If prompted, enter your administrator password at the prompt. Linux launches the wizard to start the installation.
6. When the Setup - Central Office window displays, click **Next** to continue (or **Quit** to exit the installation).
7. The Installation Folder window displays. You must indicate where to install COS and where to store downloaded content.

Click **Next** to select the default locations, or **Browse...** to select different locations. DRC recommends using the default locations.

8. The Proxy Host window displays.

You can use this window to specify a separate proxy server for the COS - SDs.

- If you plan to use a proxy server, enter the URL of the proxy server in the Proxy Host field.
- If you do not plan to use a proxy server, leave the field blank.

Click **Next**.

9. The Ready to Install window appears. Click **Install**.
10. During the installation, a window displays to indicate the progress of the installation. If necessary, you can click **Cancel** to end the installation process.

## Quick Tour: Installing COS - SD Software on Linux Devices (cont.)

11. When the installation completes, the Creating Maintenance Tool window displays.

This window indicates the status of the Maintenance Tool (the uninstaller software) installation. When it has been installed, click **Next**.

12. The Configure Service Ports window appears. On this window you specify the port to use for Content Hosting (labeled the Base port).

COS uses the base port to determine which ports to use for the Content Downloading, Relay, and Restricted Proxy services (labeled Additional ports). Although there are four consecutive numbers, you only need to enter the base port number in the Base port field.

After you specify the base port, COS automatically selects the next three consecutively numbered ports. For example, if you specify 11223 for the base port, COS attempts to also use ports 11224, 11225, and 11226.

**Note:** COS requires four port numbers, even if the device being configured will not use all of them. Usually, you can use the default values: 55222, 55223, 55224, and 55225.

13. After you select your ports, but before you click **Next**, click **Test** to verify that the ports selected are available on the device.

- If the Installer dialog box that displays indicates that the ports are not available, select a different base port and repeat this step until you find ports.
- If the Installer dialog box indicates that the ports are available, click **OK** and **Next** (or **Cancel** to exit the installation).

---

 **Important:** The ports you select may be blocked at the time of testing despite being available during installation. At testing time, verify that these ports are allowed and whitelisted on your COS - SD's firewall. If the ports are blocked and not whitelisted, the Testing Device will encounter a Connection Error that will prevent it from being used for testing.

To avoid conflicts and verify that no other device is using these ports, you can enter the command **netstat -a** from a command prompt to display a list of the ports currently being used.

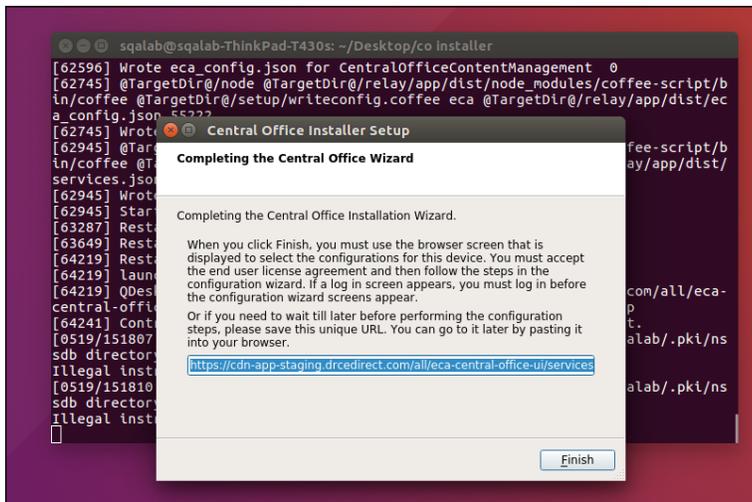
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## Quick Tour: Installing Central Office Services on Linux Devices (cont.)

14. The Completing the Central Office Wizard window appears.

⚠ **Important:** From the Completing the Central Office Wizard window **highlight and copy and save the URL that displays.** (If necessary, you can use it to resume the process at this point without re-installing COS.)

Paste the URL into a Chrome browser and use it to sign-on to your state's Portal site. See "Quick Tour: Creating a Central Office Services Configuration" on page 23 to complete the process.



After you paste the URL and sign-on, you can click **Finish**.

## ***Updating Central Office Services for Linux***

DRC COS software updates automatically at regular intervals. If a COS - SD is turned off when DRC releases an update, the COS - SD will not receive the update until the next time it is turned on at night. If necessary, you can manually update the COS - SD software on a Linux machine by performing the following steps.

1. Start Terminal mode from the COS - SD.
2. Navigate to the COS - SD directory **/opt/CentralOffice**
3. Enter the command **sudo ./maintenancetool**
4. On the Setup - Central Office screen, click **Update Components** and click **Next**. When the update process completes, a message displays indicating the results of the update.

## ***Uninstalling Central Office Services for Linux***

To uninstall COS from a Linux machine, perform the following steps.

1. Start Terminal mode from the COS - SD.
2. Navigate to the COS - SD directory **/opt/CentralOffice**
3. Enter the command **sudo ./maintenancetool**
4. On the Setup - Central Office screen, verify that **Remove all components** is selected click **Next**.
5. On the Ready to Uninstall screen, click **Uninstall**. The uninstall process completes in a few minutes.

**Note:** The uninstall process may leave log or configuration files in the installation directory or the user home folder. You can ignore these files, or delete them using the **rm** command.



# **Creating a Central Office Services (COS) Configuration**

## Quick Tour: Creating a Central Office Services Configuration

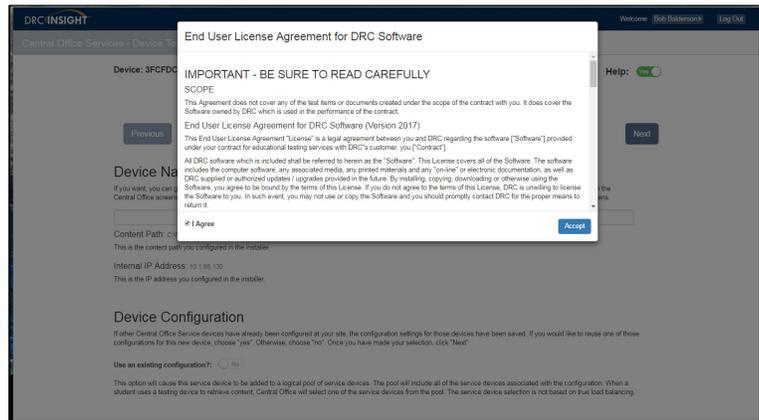
After you have installed Central Office Services (COS) on a COS - SD, you must create an initial COS Configuration to use COS with your Testing Devices. This Quick Tour describes how to create the initial COS Configuration. DRC provides an easy-to-use wizard to help you with this process.

1. When you finish installing COS, the Central Office Setup Sign In window displays. Sign in to the Portal by entering your username and password and clicking **Log In**.

**Note:** See *Volume I: Introduction to Online Testing* for information regarding the DRC INSIGHT Portal.

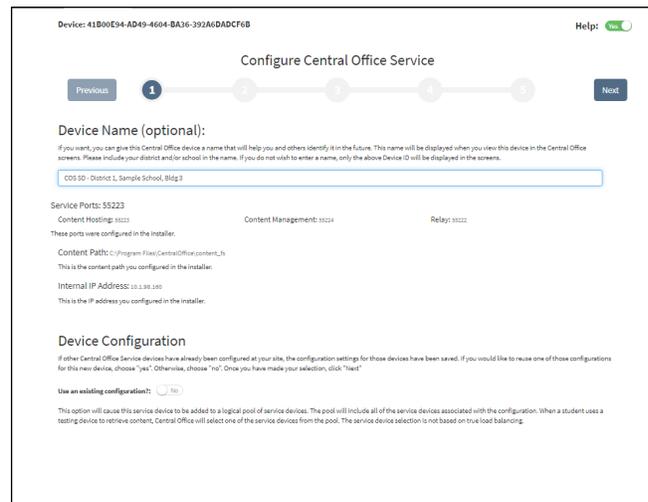
2. After you sign in to the DRC INSIGHT Portal, the End User License Agreement for DRC Software window displays.

Read the agreement, check the **I Agree** checkbox, and click **Accept** (you must accept the agreement to continue).



3. After you accept the license agreement, the Central Office configuration wizard displays.

When the configuration wizard displays, enter a unique name to identify the COS - SD you have just created to help you identify it in the COS Dashboard. The name displays anytime you view the device in COS. If you do not name the COS - SD, only the Device ID generated by DRC displays.



## Quick Tour: Creating a Central Office Services Configuration (cont.)

**⚠ Important:** For COS - SDs that are part of a pool (including load-balanced pools), if you have already configured a COS - SD and want to use the same COS Configuration for this COS - SD, you can reply **Yes** to Use an existing COS Configuration? For more information, refer to *Creating COS Service Device Pools* in the [COS Online Help](#).

Click **Next** when you are ready.

4. Enter a name for the COS Configuration that will help you identify it easily.
5. Enable automatic DRC INSIGHT software updates by selecting Enable Auto Update. When you select Enable Auto Update, DRC updates the DRC INSIGHT software automatically.

**Note:** If you do not select Enable Auto Update, DRC notifies you whenever an update to the DRC INSIGHT software is available and you must update the software manually.

### Proxy Host Configurations

To specify an HTTP proxy host server, move the Proxy Host toggle to Yes and enter the server name (or IP address) and port number (separated by a colon), followed by a forward slash (/), in the Proxy Path field. To use a *restricted proxy host*, after you complete the wizard you must update the COS Configuration and activate the restricted proxy host (see the [COS Online Help](#)).

Click **Next** when you are ready.

Central Office Services - Device Toolkit | Configurations | Add New Configuration

Device: 41B00E94-AD49-4604-BA36-392A6DADC6B8 | Help:

Configure Central Office Service

Previous | 1 | Next

Device Name (optional):  
If you want, you can give this Central Office Service a name that will help you and others identify it in the future. This name will be displayed when you view this device in the Central Office screens. Please include your district and/or school in the name. If you do not wish to enter a name, only the above Device ID will be displayed in the screens.

COS SD: District 1, Sample School, Bldg 3

Service Ports: 55223  
Content Hosting: 55223  
Content Management: 55224  
Relay: 55222  
These ports were configured in the installer.

Content Path: C:\Program Files\CentralOffice\content\_ls  
This is the content path you configured in the installer.

Internal IP Address: 10.1.88.180  
This is the IP address you configured in the installer.

Device Configuration  
If other Central Office Service devices have already been configured at your site, the configuration settings for those devices have been saved. If you would like to reuse one of those configurations for this new device, choose "Yes". Otherwise, choose "No". Once you have made your selection, click "Next".

Use an existing configuration?:

This option will cause this service device to be added to a logical pool of service devices. The pool will include all of the service devices associated with the configuration. When a student uses a testing device to retrieve content, Central Office will select one of the service devices from the pool. The service device selection is not based on true load balancing.

Central Office Services - Device Toolkit | Configurations | Add New Configuration

Device: 41B00E94-AD49-4604-BA36-392A6DADC6B8 - COS SD - District 1, Sample School, Bldg 3 | Last Seen: Apr 26, 2019 11:18:19 AM | Help:

Configure Central Office Service

Previous | 1 | 2 | 3 | 4 | Next

Configuration Information  
Once you have finished configuring this device, the configuration settings you have chosen will be saved. If other Central Office Service devices will need the same settings, you will be able to reuse this configuration for them as well. Please enter a name for this configuration. Try to use a name that will help you and others to select it in the future. Include your district and/or school in the name.

Configuration Name (required):  
District 1 - Sample School COS Configuration

Testing Devices Configuration  
Please update all of the information that applies to the testing devices associated with this configuration.

Enable Auto Updates  
Allows testing devices to update automatically.

Proxy Host:  No  
Please enter a valid url to your http/https proxy which testing devices will use to communicate with the internet. Only needed when using a proxy server.

Proxy Path:  
[Empty field]

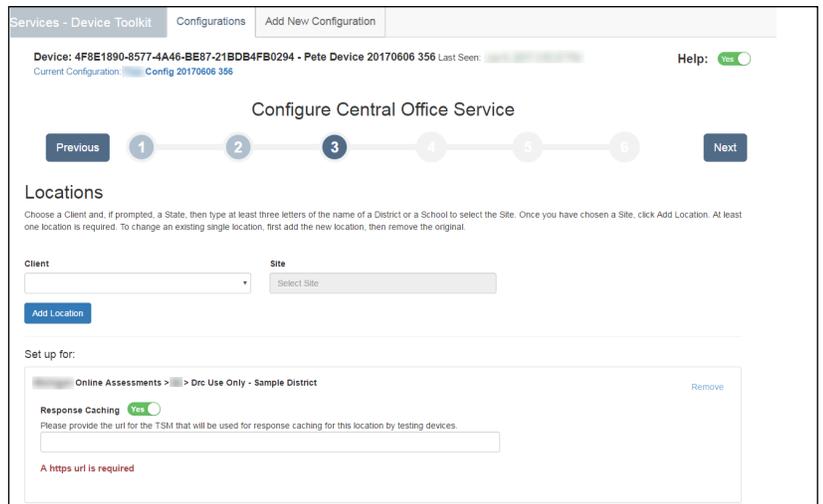
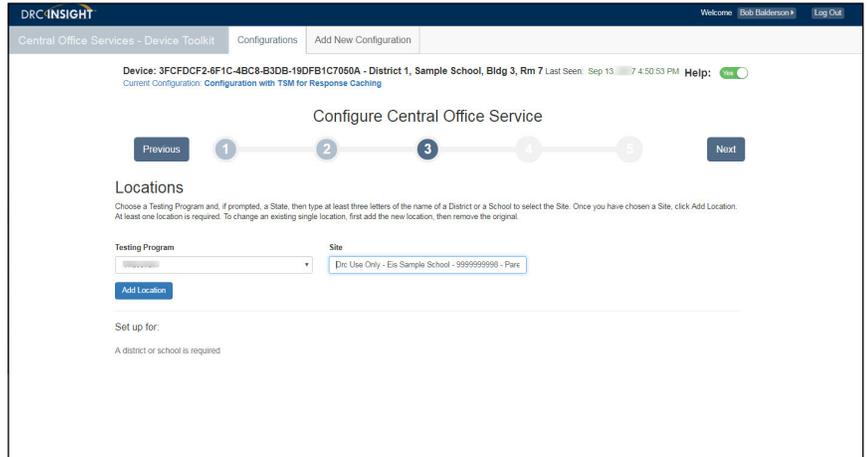
## Quick Tour: Creating a Central Office Services Configuration (cont.)

- When the Locations page appears, select a testing program from the Testing Program drop-down menu. Then, start typing a district name, school name, or site code in the Site filter.
- When you locate the district or school name to which you want to register the COS Configuration, click **Add Location**.

.....  
**!** **Important:** You can select a site for which you have access (your access is defined by the Portal Device Toolkit permission).  
.....

**Note:** You must click **Add Location** to continue. At any time after you add a location, you can click **Remove** to the right of the location to remove it.

Click **Next** when you are ready.



# Creating a COS Configuration

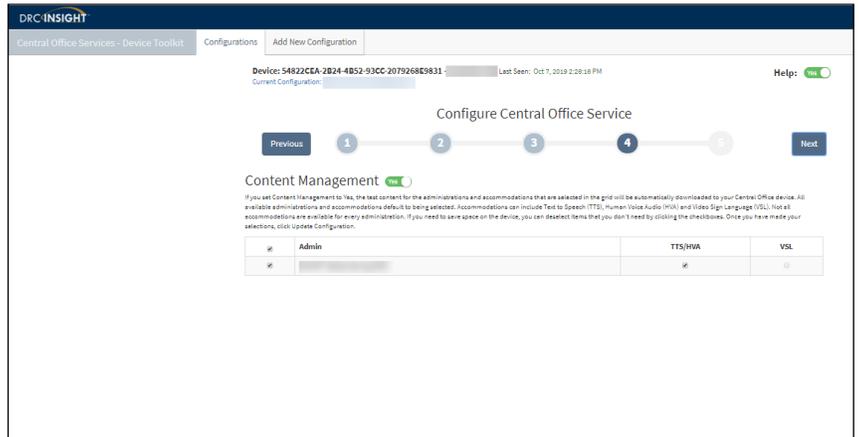
## Quick Tour: Creating a Central Office Services Configuration (cont.)

8. Now, you can set Content Management to Yes or No.

**⚠ Important:** Your state may have a requirement to use Content Management for your testing program.

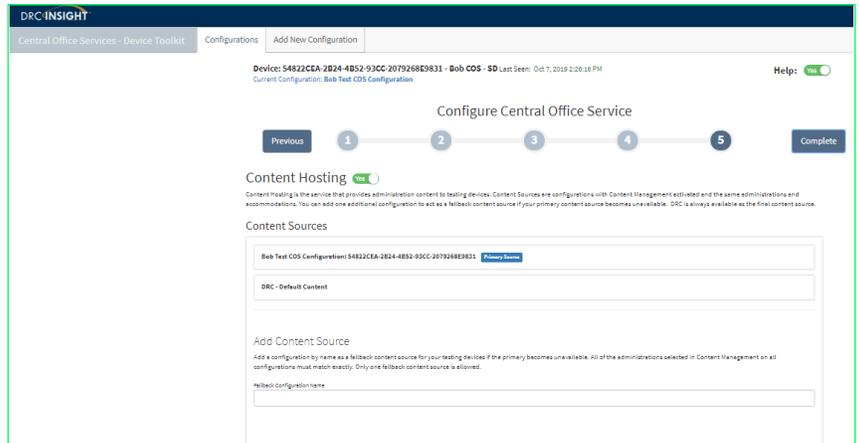
If you select Yes, the test content for the selected administrations and accommodations will be downloaded automatically to your COS device. The default is all available administrations and accommodations. If you need to save space on the COS - SD, de-select unneeded administrations and accommodations.

After you make your selections, click **Next**.

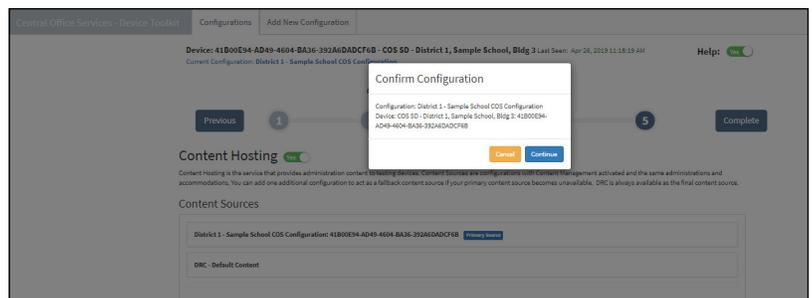


9. On the Content Hosting page, Verify that Content Hosting is set to **Yes**.

**Note:** When Content Management is set to Yes, the current COS - SD appears as the first content source.

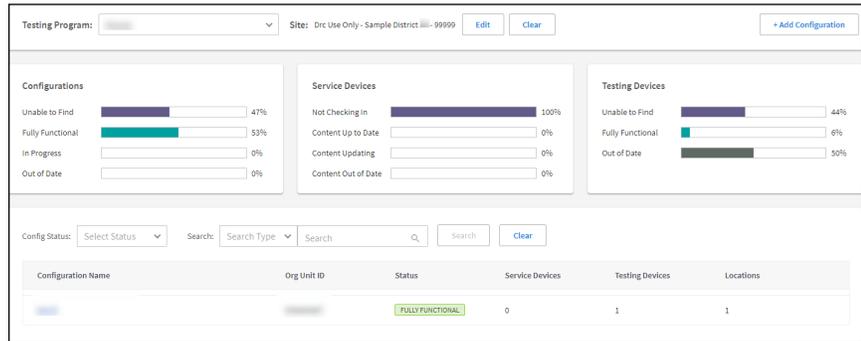


10. Click **Complete**. When the Confirm Configuration dialog box displays, click **Continue**.



## Quick Tour: Creating a Central Office Services Configuration (cont.)

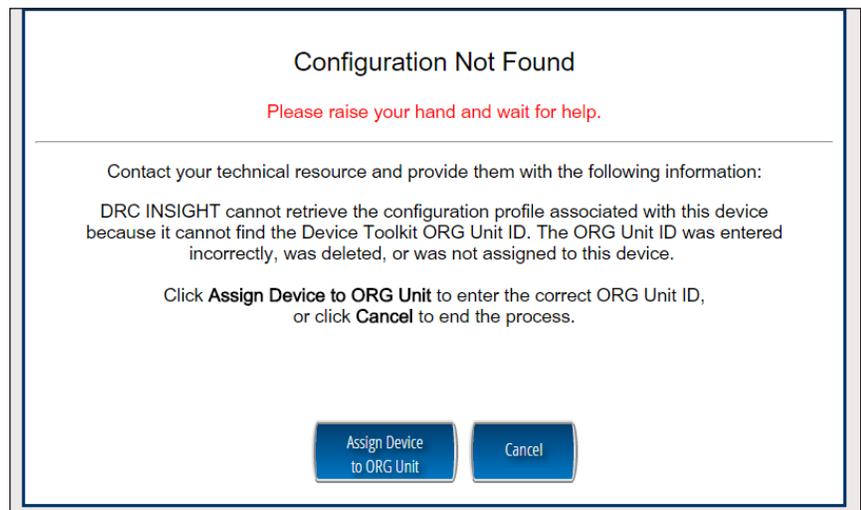
11. The COS Configuration that you just created displays in the COS Dashboard. Copy and save the Org Unit ID. You use this ID to register your devices for testing in Step 14.



12. What you do now depends on whether DRC INSIGHT is already installed on the Testing Device.

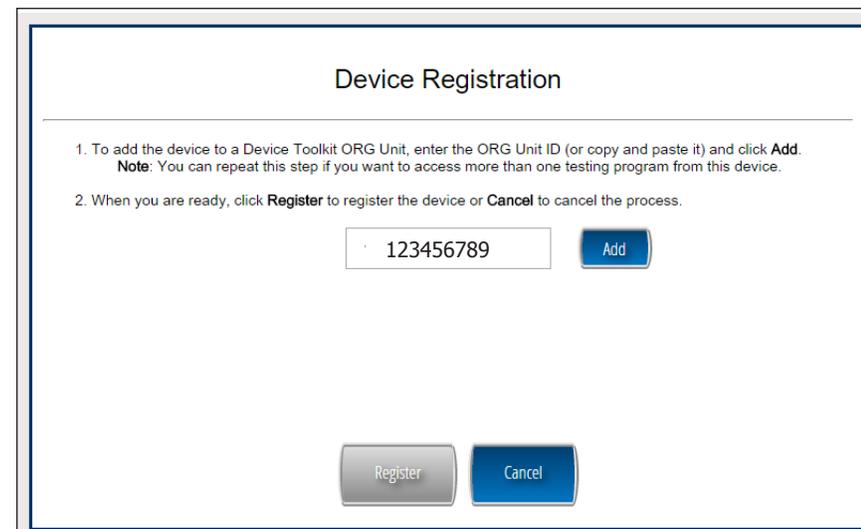
- If DRC INSIGHT is not installed, install it on the Testing Device (see *Volume III: DRC INSIGHT*).
- If DRC INSIGHT is installed, you can use the version of DRC INSIGHT that is installed.

13. Start DRC INSIGHT on the device. Because the Testing Device is not registered with COS, the Configuration Not Found screen displays when you start DRC INSIGHT. Click **Assign Device to Org Unit**.



14. When the Device Registration page appears, enter or paste the device's Org Unit ID that you saved in Step 11 and click **Add**. After you have added the Org Unit, click **Register**.

**Note:** After the Testing Device is successfully registered, it will display in the COS Testing Devices page.



## Quick Tour: Creating a Central Office Services Configuration (cont.)

15. The main DRC INSIGHT screen displays. If you need to start the System Readiness Check, click the checkmark in the lower left corner of the main DRC INSIGHT screen. When prompted, enter the **7745** access code and click **Submit**.
16. When the System Readiness Check displays, all icons should display green if everything is set up correctly (for more information, refer to the various System Readiness Check topics in *Volume III: DRC INSIGHT*). Click **Exit**.

The screenshot displays the 'System Information' and 'Required Test List' sections of the DRC INSIGHT interface. The 'System Information' section contains a table with the following data:

Client Version	Configuration Source	Installation Directory	
10.0.0	Device Toolkit	C:\Program Files (x86)\DRC INSIGHT Online Assessments v10	
Machine Name	User Name	Operating System Level	OS Version
DRC28459	EB	Microsoft (build 17763), 64-bit	10.0
Testing Device ID	Service Device ID	Content Hoisting	HTTPS Proxy
666F126C-61D2-441B-B19E-3B3F5E6159AD	84EC00E8-C4E5-4658-A9FA-078880893B3C	Yes	
COS Configuration Name	COS Org Unit ID	Location	
Public VM COS ALL Clients	249214175	Drc Use Only - Sample District AI N/A	

The 'Required Test List' section contains a table with the following data:

Status	Test Name	Details
✓	Audio Capability	Details
✓	Client Version	Details
✓	Folder Permissions	Details
✓	Internet Connection	Details
✓	Operating System Level	Details
✓	RAM	Details
✓	Screen Resolution	Details
✓	Service Device Connection	Details
✓	User Agent	Details

At the bottom of the interface, there are four buttons: 'Load Results', 'Execute Tests', 'Test Audio', and 'Exit'. Below the buttons is the copyright notice: 'Copyright © 2019 Data Recognition Corporation.'

# Notes



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