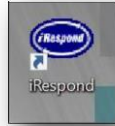


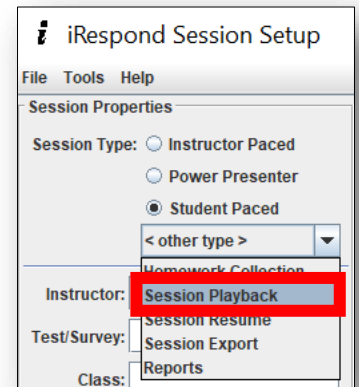
iRespond -Resending Scores to CTLS Assess

If your scores did not show up in CTLS Assess after you closed and saved an assessment using iRespond, follow the directions below to resend those scores to CTLS Assess.

1. Launch iRespond and login.



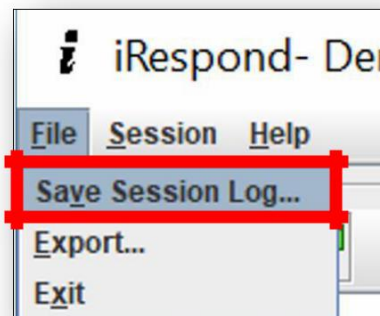
2. In the top left corner in Session Properties under Session Type, click on the drop-down menu and select **Session Playback**.



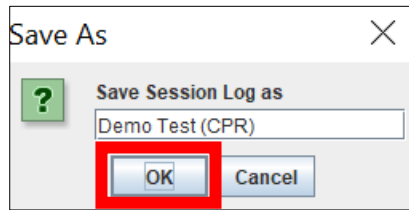
3. Select the assessment to resend by checking the box to the left of the correct assessment.

Available Sessions		
Select	Logfile Name	Date
<input checked="" type="checkbox"/>	Most Recent Session(MLE12768@GDYCPV2-CCSD)	Wed Sep 23 13:01:54 EDT 2020
<input type="checkbox"/>	Demo Test (CPR)	Wed Sep 23 12:59:33 EDT 2020
<input type="checkbox"/>	Most Recent Session(MLE12768@5LGRBH2-CCSD)	Mon Feb 24 08:55:18 EST 2020
<input type="checkbox"/>	Demo Test (CPR) Feb 24	Mon Feb 24 08:55:18 EST 2020

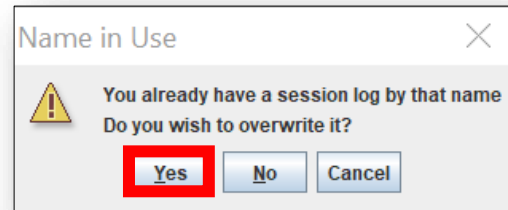
4. Select **File** and **Save Session Log**.



5. Click **OK**.

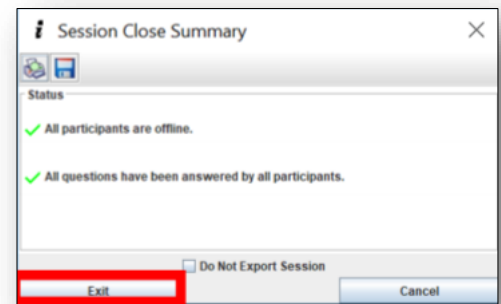


6. When prompted to overwrite, select **Yes**.



7. Close the session by clicking on the **X** in the upper right corner.

8. When the Session Close Summary dialog box appears, click **Exit**.



9. iRespond will relaunch the teacher dashboard, which you can close by clicking the **X** in the upper right corner again.

10. In the Exit Confirmation dialog box, click **Yes**.



11. Verify that the scores are in CTLS Assess. If results still do not appear, the user can resume a session.

Note: If results still do not appear, next steps would be to submit a work order or contact your local TTIS.