
From: ELPAC <Do-Not-Reply@info.ets.org>
Sent: Tuesday, September 10, 2019 9:46 AM
To:
Subject: ACTION NEEDED: Add Site ELPAC Coordinators in TOMS for Training Tests



Dear LEA ELPAC Coordinator:

Local educational agency (LEA) English Language Proficiency Assessments of California (ELPAC) coordinators should add site ELPAC coordinators to the Test Operations Management System (TOMS) as soon as possible; the site ELPAC coordinators will then be able to assign test examiners. It is important that both site ELPAC coordinators and test examiners be assigned so they can have access to the online ELPAC training test, which will be available starting in September 2019. The [TOMS: Adding Users One By One](#) training video is available to assist with the process of adding site ELPAC coordinators in TOMS.

Beginning with the 2019–20 administration, the Summative ELPAC will be delivered via a computer-based test delivery platform. Access to the online training test will help site ELPAC coordinators and test examiners become familiar with the test delivery platform.

Direct any questions about assigning users in TOMS to the California Technical Assistance Center by phone at 800-955-2954 or email at caltac@ets.org.

Sincerely,

California Technical Assistance Center
Educational Testing Service
Phone: 800-955-2954
Email: caltac@ets.org.
Website: <https://www.elpac.org/>