



STUDENT TESTING BRANCH—TESTING UPDATES

HELP DESK AND OFFICE HOURS WILL RESUME ON TUESDAY, SEPTEMBER 5TH

The Student Testing Branch Help Desk will not be available on Tuesday, September 19, 2023 from 12:00 noon through 3 p.m. Help Desk will resume at 3 p.m.

Morning and afternoon office hours are not impacted.

Office Hours: Morning—8:30 a.m. to 9:30 a.m. (Monday-Friday)

Afternoon—2:45 p.m. to 3:45 p.m. (Monday-Thursday)

ELPAC COORDINATORS SHOULD NOT BORROW ELPAC MATERIALS FROM NEIGHBORING SCHOOLS.

ELPAC materials are assigned to each school by the state. If a school needs additional materials, the ELPAC Coordinator at the school must place an order for additional materials in the STB Portal. Depending on when the order is placed, materials are usually delivered to the school within 2-3 days. If the coordinator wishes to pick up the materials at Central Testing Center, materials are usually available within 1-2 days.

2023-24 CAA FOR SCIENCE TRAINING IS NOW AVAILABLE IN MOODLE

The Fall requirements for CAASPP Coordinators include the following:

1. 2023-24 CAASPP Security Forms Requirements Curriculum
 - Security Forms Training
 - 2023-24 CAASPP Security Affidavit and Agreement
2. 2023-24 Fall CAASPP Administration Coordinator Training
 - CAA for Science
 - Interim Assessments
3. 2023-24 CAA for Science Training (via Moodle)
 - General Section
 - Science Section

Coordinators who have completed requirements 1 and 2 can now access requirement 3 in state's Moodle Training platform (<https://moodle.caaspp-elpac.org/>). This Quick Guide provides step-by-step instructions for registering in the Moodle

The Student Testing Branch will start creating TOMS accounts today for coordinators who complete all requirements. If you have questions, please contact the Student Testing Branch Help Desk at 213-241-4104.

PLANNED SYSTEM DOWNTIME: SEPTEMBER 15-19, 2023

REMINDER: The TOMS systems below are down for scheduled maintenance.

- Test Delivery System (TDS)
- Test Administrator (TA) Interface
- Completion Status
- Interim Assessment (IA) Viewing System
- Practice and Training Tests (PTT)