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**From:** CalTac <CalTAC@info.ets.org>  
**Sent:** Monday, February 06, 2017 4:17 PM  
**To:**  
**Subject:** CAASPP--CAA Test Examiner Tutorial Now Available



*Measuring the Power of Learning.™*

Dear LEA CAASPP Coordinator:

The California Alternate Assessment (CAA) Test Examiner Tutorial is now available at <http://www.caaspp.org/administration/about/caa/>. Test examiners have the option of selecting the CAA for English language arts/literacy (ELA) and mathematics tutorial, the CAA for Science tutorial, or a tutorial that combines all assessments. Please share this information with CAA test examiners in your local education agency (LEA).

CAA test examiners within an LEA who have not completed a test examiner training locally for the 2016–17 administration year must complete the 2016–17 CAA Test Examiner Tutorial module, after which they are required to submit the resulting Certificate of Completion to the CAASPP test site coordinator. The certificate is auto generated and e-mailed to the test examiner. Note that test examiners do not need to have a user role assigned in the Test Operations Management System (TOMS) to access this training module. However, test examiners will need to have the test examiner user role assigned to them in TOMS in order to administer the CAAs.

Each test examiner must be trained annually before administering the CAAs. It is strongly recommended that trainings include completing both:

1. A local training based on the content of the [CAA Pretest Administration Webcast](#) (video and presentation can be found on the CAASPP CAAs Web page), and
2. The [2016–17 CAA Test Examiner Tutorial](#), a stand-alone online training module.

Questions about the CAAs and all other topics regarding the 2016–17 CAASPP administration should be directed to the California Technical Assistance Center (CalTAC) by phone at 800-955-2954 or by e-mail at [caltac@ets.org](mailto:caltac@ets.org).

Sincerely,

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