
From: CalTac <CalTAC@info.ets.org>
Sent: Friday, November 20, 2015 2:24 PM
To:
Subject: CAASPP--Reminder to Set Up 2015-16 Test Administrations



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Dear LEA CAASPP Coordinator:

Local educational agencies (LEAs) must set up 2015–16 California Assessment of Student Performance and Progress (CAASPP) test administration(s) in the Test Operations Management System (TOMS) by **December 1, 2015**.

An informational archived Webcast explaining how to set up test administrations in TOMS is available to view at <http://www.caaspp.org/training/caaspp/>. In addition, the *2015–16 TOMS Test Administration Setup Guide* is available on the TOMS Web page at <http://www.caaspp.org/administration/toms/>. You can also download it directly at http://www.caaspp.org/rsc/pdfs/CAASPP.test_admin_setup.2016.pdf. This manual contains instructions and guidelines for setting up your test administrations in TOMS.

Questions about setting up 2015–16 test administrations, and all other topics regarding CAASPP administration, should be directed to CalTAC by phone at 800-955-2954 or by e-mail at caltac@ets.org.

Sincerely,

California Technical Assistance Center
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E-mail: caltac@ets.org
Web site: <http://www.caaspp.org/>

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