Dear LEA CAASPP or ELPAC Coordinator:

Educational Testing Service will present the California Assessment of Student Performance and Progress (CAASPP) and English Language Proficiency Assessments for California (ELPAC) 2018–19 Pretest Workshop Webcast on Thursday, January 24, 2019, from 9 a.m. to 3 p.m.

This workshop will teach LEA CAASPP and ELPAC coordinators how to prepare for and administer assessments—including the Smarter Balanced Summative Assessments, the California Science Test (CAST), the California Alternate Assessments (CAAs), the new California Spanish Assessment (CSA), and the ELPAC—for the upcoming California test administration.

**CAASPP Session topics:**
- Overview of all CAASPP assessments
- Test administration
- Test security
- Technology requirements
- Available resources

**Joint CAASPP and ELPAC session topics:**
- Accessibility resources
- Enhancements to the Test Operations Management System
- Electronic reporting

**ELPAC session topics:**
- Summative ELPAC for 2018–19
- Initial ELPAC for 2019–20
- Test administration for Summative and Initial ELPAC
- Test security
- Available resources

**Date:** Thursday, January 24, 2019
**Time:** The webcast begins at 9 a.m. and will conclude at approximately 3 p.m.:

- CAASPP session: 9 a.m. to noon
- Lunch: noon to 1 p.m.
- Joint CAASPP and ELPAC session: 1 p.m. to 2 p.m.
- ELPAC session: 2 p.m. to 3 p.m.

**Webcast Links:** Access from either the [CAASPP](#) or [ELPAC](#) webcast web page. We recommend that you access the webcast early to ensure you are able to see the video and hear the audio.

The archive of the webcast will be available on the [Training] tab of either the [CAASPP Portal](#) or [ELPAC website](#).

**Support:** Use the chat feature on the webcast page to send a message if you need technical support, and a staff person will respond to your inquiry.

To ensure that your virtual participation is successful and that virtual participants are able to participate fully, we ask that LEAs prepare for the training and ensure the following tasks are completed:

- Provide a setting that allows for everyone in attendance to view a screen and listen to audio; device speakers may be needed depending upon your audio setup.
- Sign on to the webcast with a computer on the day and time of the workshop.
- Have the [workshop materials](#) readily available.
- Be aware of the lunch break from noon to 1 p.m.
- If viewing the webcast with a group, encourage discussion when prompted by the presenters.

**Collaboration Tools**

- During the webcast, you will have an opportunity to post questions via Padlet. You can download the app ahead of time and create an account at [Padlet.com](#). Creating an account is not required but it ensures your name is associated with any questions you post. You will also be able to use Padlet to interact with other virtual attendees and the presenters.

Questions about the 2018–19 CAASPP and ELPAC administrations should be directed to the California Technical Assistance Center (CalTAC) by phone at 800-955-2954 or by email at [caltac@ets.org](mailto:caltac@ets.org).

Sincerely,

California Technical Assistance Center
Phone: 800-955-2954
Fax: 800-541-8455
Email: [caltac@ets.org](mailto:caltac@ets.org)
Website: [http://www.caaspp.org/](http://www.caaspp.org/) or [https://www.elpac.org/](https://www.elpac.org/)

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