


# CALIFORNIA ALTERNATE ASSESSMENT

## How to Second Score for the CAA for ELA

For the California Alternate Assessment (CAA) for English language arts/literacy (ELA) test administration, all local educational agencies (LEAs) or schools assigned to the version five test form will be required to participate in second scoring. This means that, in addition to the primary test examiner (TE) and student, a secondary TE will need to be present at the time of testing to observe and score the student's rubric-scored responses simultaneously, yet independently, from the primary TE.

The secondary TE should be credentialed, have signed the security affidavit in the Test Operations Management System (TOMS), have been assigned a "CAASPP Test Examiner" user role in TOMS, and have completed the CAAs for ELA and mathematics TE tutorial. Ideally, the secondary TE should also be familiar with the student's individual testing needs.

### Take the following steps to conduct second scoring:

1. Ensure that the secondary TE has a TOMS user account with a "CAASPP Test Examiner" user role.
2. Complete the CAAs for ELA and mathematics TE tutorial.
3. Download the *Directions for Administration (DFA)*, review the second-scoring instructions, and become familiar with the rubric-scored items.
  - a. CAA for ELA DFAs are accessed in TOMS by selecting the [**Resources**] navigation tab.
  - b. Items that require second scoring will have the [**Second Scoring**] double checkmark  icon in the DFA.
4. Immediately before testing, log on to the Data Entry Interface (DEI) through the URL, <https://ca.tds.cambiumast.com/student/?a=ResponseEntry>, using the student's Statewide Student Identifier (SSID), or print out the answer recording sheet provided in appendix A of the DFA to record scores for the student's responses. A TOMS logon and password, as well as the student's SSID, are required to access the DEI.
5. At the time of testing, observe and score the student's responses based on the rubric included in the DFA. Enter the student's responses directly into the DEI or record scores on the answer recording sheet provided in appendix A of the DFA.
6. After testing, if the answer recording sheet was used, ensure that all second scores are entered into the DEI. Make sure all second scores are entered into the DEI prior to the end of the test administration window. LEAs can refer to the [Entering Student Responses and Scores into the Data Entry Interface](#) video to obtain more information on how to use the DEI (<https://www.elpac.org/training/videos/entering-student-responses-and-scores-into-the-dei>).