
From: ELPAC <Do-Not-Reply@info.ets.org>
Sent: Thursday, July 5, 2018 11:26 AM
To:
Subject: ELPAC--LST Webcast Archive Available



Dear LEA ELPAC Coordinator:

The English Language Proficiency Assessments for California (ELPAC) Local Scoring Tool (LST) archived webcast is now available on the [ELPAC Archived Webcasts](#) web page. The webcast includes the following topics:

- What is the LST?
- Correction of Classification Errors
- Rotating Score Validation Process
- Accessing the LST, Entering Scores, Printing an Individual Student Score Report
- Downloading Parent/Guardian Letter
- Exporting Parent/Guardian Letter Data
- Reports (e.g., Initial ELPAC Eligibility Report, Initial ELPAC Export Student Score Data)

As a reminder, the LST will be available in the Test Operations Management System on **Monday, July 9, 2018**.

As you begin to plan and train staff in working with the LST, it is important to note that student scores must be confirmed for accuracy **prior to** submission and locking the student's score within the LST. **Once the student's score is locked, the score cannot be edited or changed within the LST.**

If you have questions, please contact the ELPAC Customer Support Center by phone at 844-782-2714 or by email at ELPAC@ets.org.

Sincerely,

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