
From: ELPAC <Do-Not-Reply@info.ets.org>
Sent: Thursday, July 12, 2018 11:45 AM
To:
Subject: ELPAC TOMS is Back Online



Dear LEA ELPAC Coordinator:

The English Language Proficiency Assessment for California (ELPAC) Test Operations Management System (TOMS) is back online. The following features are now available in TOMS:

- User Setup—During the downtime, all 2017–18 user roles in TOMS were deactivated and reprovisioned for 2018–19. LEA ELPAC Coordinators who have been designated by their superintendent and have returned the necessary [2018–19 Test Security Agreement](#) and Test Security Affidavit can now set up other TOMS Users. See the [TOMS Adding Users Quick Start Guide](#) for instructions on how to add users and the [Required Forms for 2018–19 Initial and Summative ELPAC Administration](#) email for information about designating an LEA ELPAC coordinator and required forms.
- Local Scoring Tool (LST)—is now available. The LST allows the user to enter the student’s Initial ELPAC raw scores for the Initial ELPAC to determine the student’s overall proficiency level, overall scale score, and Oral Language and Written Language composite performance levels. View the [LST Archived Webcast](#) and [LST Quick Start Guide](#) for more information on how to use the LST.
 - **IMPORTANT NOTE:** 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 by the user.

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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