

# Preparing for the Computer-Based ELPAC Administration Technology Requirements



## Systems Needed for the Computer-Based English Language Proficiency Assessments for California (ELPAC)

- **Test Operations Management System (TOMS)**
  - The test examiner confirms student registrations, assigns student test settings, and views scores.
  - For more information, refer to the contextual help and page instructions in [TOMS](#).
- **Test Administrator (TA) Interface**
  - The test examiner logs on to the Test Administrator Interface to initiate, approve, and monitor student testing.
  - For more information, refer to [How to Start a Test Session](#) web document.
- **Secure Student Browser**
  - The student logs on to take the test by completing the First Name, Statewide Student Identifier, and Session ID fields of the sign-in screen.
  - For more information about the type of secure browsers that need to be installed on student testing devices, refer to the American Institutes for Research [Secure Browsers](#) web page.
- **Data Entry Interface (DEI)**
  - The test examiner logs on to the Data Entry Interface to enter scores for the Speaking domain only.
  - For more information, refer to the [ELPAC Data Entry Interface Score Entry Guide](#).

## Student Testing Device Requirements

- Student testing devices (e.g., desktops, laptops, tablets) must meet the requirements for supported operating systems and supported web browsers. Refer to the [Technical Specifications and Configuration Guide for CAASPP Online Testing](#).
- Your school network, internet connection, and internet access must be configured for testing.
- URLs for testing sites must be whitelisted on your server.
- Automatic updating of software installed on student testing devices must be turned off or configured to run before or after school hours.

- Pop-up blockers must be disabled on student testing devices.
- Because tutorial videos and some domain test items require audio files to be played, the testing device must have a built-in speaker or external speaker. Sound output must be adjustable.
- All student testing devices must meet the required screen dimensions and resolution.
- External keyboards must be used with tablets.
- Compatible wireless or wired two- or three-button mice may be used with desktop and laptop computers, but they are not a requirement. Mice are not supported on mobile student testing devices.
- Headphones and headsets with USB (wired) and 3.5 mm connectors are supported, but students are not required to use them to listen to or record audio.

## **Additional Considerations and Guidelines**

- Directions and stimuli are provided via audio files within the student testing interface. The following are guidelines for administration:
  - When the ELPAC is administered one-on-one, it is recommended that the audio component be played on the device's built-in or external speakers so that the test examiner can listen along with the student.
  - For group ELPAC administrations, headphones or headsets are recommended (but not required) for all domains.
- The Speaking test utilizes voice capture technology. Local educational agencies (LEAs) are encouraged to administer the Speaking test using student testing devices with built-in recording or microphone capabilities in an area where outside sounds are minimized. LEAs that do not have student testing devices with recording or microphone capabilities are not required to use the voice capture function. Headphones or headsets with microphones are not required.