**Alternate English Language Proficiency Assessment (Alt ELPA)**

**Pre-Administration Tasks**

**School Year 2022-2023**

* **Complete the online self-paced LMS Test Administrator or the Test Coordinator training**
  + Located on the ELPA21 Training platform: <https://training.elpa21.org/index_login.php>
  + Test Administrators module & Test Coordinators module (est. completion time is 90 mins and 60 mins respectively)
  + Link to directions on how to login to the ELPA21 Training System using non-Google sign-in:  <https://ucla.box.com/s/x1soc02sgalrqhuekgtrpud0t7eal12k>
  + Link to directions on how to login to the ELPA21 Training System using Google sign-in:  <https://ucla.box.com/s/8mot6164ozwsiqksqbpa3simxtr8371x>
* **Review the Alt ELPA Test Administration Manual (TAM)**
  + Located in each state’s testing portal under “Resources”
  + Not secure–download or print. Recycle when done
    1. Link to the Arkansas testing portal: <https://ar.portal.cambiumast.com/>
    2. Link to the Arizona testing portal: <https://az.portal.cambiumast.com/>
    3. Link to the Connecticut testing portal: <https://ct.portal.cambiumast.com/>
    4. Link to the Iowa testing portal: <https://iowaelpa21.portal.cambiumast.com/>
    5. Link to the Louisiana testing portal: <https://la.portal.cambiumast.com/>
    6. Link to the Nebraska testing portal: <https://ne.portal.cambiumast.com/>
    7. Link to the Ohio testing portal: <https://oh-oelpa.portal.cambiumast.com/>
    8. Link to the Oregon testing portal: <https://osasportal.org/>
    9. Link to the West Virginia testing portal: <https://wv.portal.cambiumast.com/index.html>
* **Review the Alt ELPA Accessibility and Accommodations Manual**
  + Located in state’s testing portal under “Resources”
  + Not secure–download or print. Recycle when done
* **Review the Cambium Test Administrator User Guide**
  + Located in each state’s testing portal under “Resources”
  + Not secure–download or print. Recycle when done
* **Review the Cambium Assistive Technology Manual**
  + Located in each state’s testing portal under “Resources”
  + Not secure–download or print. Recycle when done
* **Review the Test Administrator Directions and Scoring Rubrics Booklet process, described in Alt ELPA Test Administration Manual (TAM)**
  + Alt ELPA **Practice Tests**:
    - Located in each state’s testing portal under “Resources”
    - One per grade/grade band
    - Not secure–download ok. Recycle when done
  + Alt ELPA **Operational Field Test**:
    - ONLY accessible through the secure Cambium TIDE portal
    - Four booklets per grade/grade band (one per domain: listening, reading, writing, and speaking)
    - **Highly secure:** Download OK for testing (immediately delete off computer when testing is done and empty computer trash)