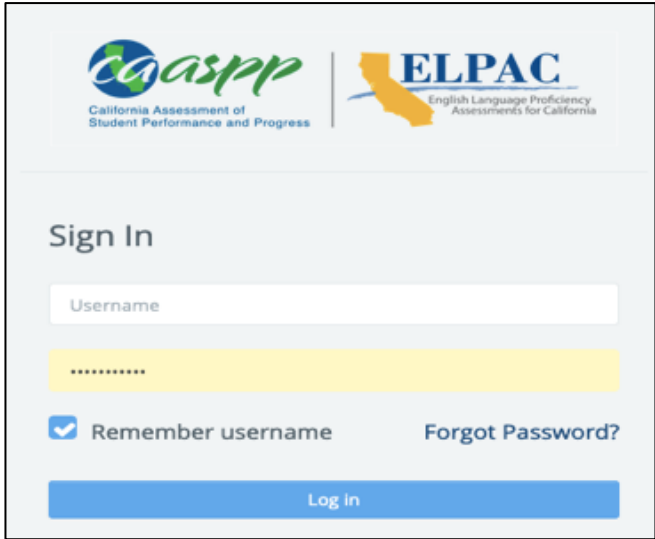



Quick Guide for ELPAC Coordinators and Alternate ELPAC Test Examiners (TEs)

Enrolling in the 2022-23 Summative Alternate ELPAC Training in Moodle

After receiving their Moodle account, ELPAC Coordinators and Alternate ELPAC TEs will be able to enroll in the *2022-23 Summative Alternate ELPAC Training* using the steps indicated below. Please remember, your enrollment key as well as Moodle course materials are secure. Only ELPAC Coordinators are allowed to share the enrollment key with Test Examiners who have met all ELPAC training requirements.

	<p>1. Log into your Moodle account https://moodle.caaspp-elpac.org.</p> <p>Moodle Account Troubleshooting Having trouble locating your Moodle email?</p> <ul style="list-style-type: none"> • Enter “Moodle” in your email search bar. • If you cannot locate an email, verify with your CAASPP Coordinator that you are designated as a TE in the STB Portal. <p>Forgot your Moodle password?</p> <ul style="list-style-type: none"> • Log into Moodle and select FORGOT PASSWORD. Search by EMAIL (enter LAUSD email). <p>Forgot your Moodle username?</p> <ul style="list-style-type: none"> • Email moodlesupport@scoe.net
<p>▼ LAUSD (For LAUSD Test Examiners Only)</p> <ul style="list-style-type: none"> ▷ 2022-23 Summative ELPAC Training Resources (1) ▷ 2022-23 Summative Alternate ELPAC (1) 	<p>2. Scroll down to the LAUSD Section and select 2022-23 Summative Alternate ELPAC.</p>
	<p>3. Select 2022-23 Summative Alternate ELPAC Examiner Certification.</p> <p>4. Enter the Moodle enrollment key when prompted and click Enroll Me.</p>

Summative Alternate ELPAC Test Examiner Course Instructions



Welcome and Instructions

Who completes this course?

- All Test Examiners administering the Initial Alternate or Summative Alternate ELPAC
- All ELPAC Coordinators must complete this course annually.

This course must be completed before administering the Summative Alternate ELPAC.





To be certified as an Alternate ELPAC Test Examiner and ready to administer the Alternate ELPAC an individual must complete this course and:

- Be an educator who is familiar with the student's individual testing needs and preferred modes of communication
- Be an employee of LAUSD
- Be proficient in speaking English (which means complete command of pronunciation, intonation, and fluency)
- Be assigned a TOMS account with a test examiner user role, and sign the Security Affidavit in TOMS

Read the Course Introduction.

 **START HERE! Sign the Security Affidavit**

Start by signing the Security Affidavit.

-  **Module One—Alternate ELPAC Overview**
-  **Module Two—Administration**
-  **Module Three—Rubric-scored Test Questions**
-  **Summative Alternate ELPAC—Test Examiner Certificate of Completion**

Complete Modules 1-3.

All videos must be watched in their entirety and related Checks for Understanding need to be completed to earn a Certificate of Completion. A checkmark will appear after each item is completed.

Resources referred to in the videos are available for download in each Module.

Summative Alternate ELPAC—Test Examiner Certificate of Completion

 **Certificate of Completion**

Click the button below and your certificate will be sent to you as an email attachment.

[Get Certificate](#)

Once the course has been completed, click on ***Certificate of Completion***.

- Select **[Get Certificate]**.

Your Certificate of Completion will be emailed to your LAUSD account.