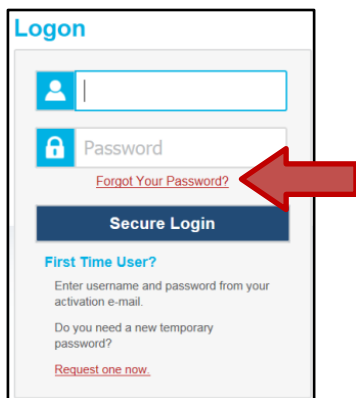


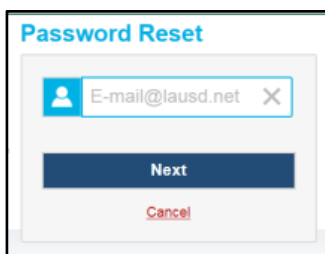
How to Reset your CAASPP/TOMS Password

1. Click on, "Forgot Your Password"



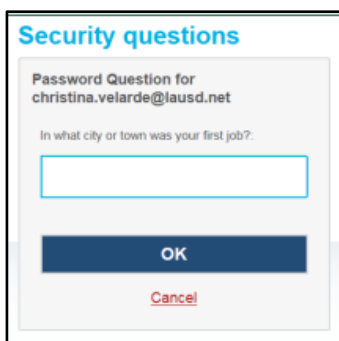
The screenshot shows the 'Lagon' login interface. It includes a username field, a password field, and a 'Forgot Your Password?' link highlighted with a red arrow. Below the password field is a 'Secure Login' button. There is also a 'First Time User?' section with instructions for new users.

2. Type your E-mail Address. This e-mail address must be the same as the one used to create your account. If you do not have this information, ask your onsite CAASPP Coordinator.



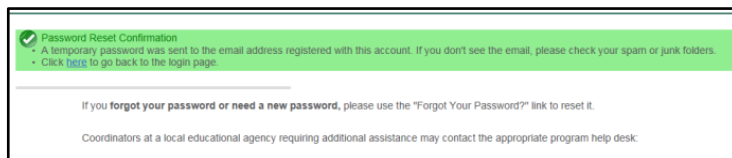
The screenshot shows the 'Password Reset' page. The email address 'E-mail@lausd.net' is entered in the input field. There are 'Next' and 'Cancel' buttons at the bottom.

3. Type you answer to the Security Questions. These questions were answered the first time you entered the CAASPP/TOMS system. If you do not remember or did not answer the Security Questions, contact your onsite CAASPP Coordinator to reset your password. Onsite CAASPP Coordinators and Principals, contact The Student Testing Branch at (213)241-4104 or e-mail Nancy Foote at nancy.foote@lausd.net.



The screenshot shows the 'Security questions' page. The question is 'In what city or town was your first job?'. There is an input field for the answer and 'OK' and 'Cancel' buttons.

4. If you are successful, you will receive the following message. If you are not successful, contact your onsite CAASPP Coordinator.



The screenshot shows a 'Password Reset Confirmation' message. It states: 'A temporary password was sent to the email address registered with this account. If you don't see the email, please check your spam or junk folders. Click here to go back to the login page.' Below this, it says: 'If you forgot your password or need a new password, please use the "Forgot Your Password?" link to reset it.' At the bottom, it mentions: 'Coordinators at a local educational agency requiring additional assistance may contact the appropriate program help desk.'

5. You will receive a similar e-mail. Click on, the link provided in the e-mail.

You are receiving this e-mail because you reset your California assessment systems password. Your user name is e-mail@lausd.net and your temporary password is: **alpha numeric password**. Please log on with this user name, which is your e-mail address, and temporary password. After logging on, you will need to change your password.

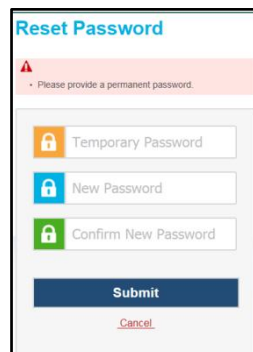
Select the following link to access California Assessment of Student Performance and Progress (CAASPP) systems:
CAASPP: <https://caaspp.ets.org/>

Select the following link to access English Language Proficiency Assessments for California (ELPAC) systems:
ELPAC: <https://elpac.ets.org/>

If you believe you are receiving this notice in error or you did not request a password change, please contact your program's testing coordinator at your test site or local educational agency (LEA). The coordinator for the testing program at the LEA should contact the CAASPP or ELPAC help desk at Educational Testing Service for assistance. (CAASPP support can be reached by phone at 1-800-955-2954 or by e-mail at CalTAC@ets.org. ELPAC support can be reached by phone at 1-844-782-2714 or by e-mail at ELPAC@ets.org.)

If you do not already have access to the Smarter Balanced Digital Library and would like access, please contact your LEA California Assessment of Student Performance and Progress coordinator for more information.

6. Reset Password, type the temporary password provided on the e-mail and create a new password. Type in the new password twice to confirm your password.



The screenshot shows the 'Reset Password' page. It includes a warning message: 'Please provide a permanent password.' Below this are three input fields: 'Temporary Password', 'New Password', and 'Confirm New Password'. There are 'Submit' and 'Cancel' buttons at the bottom.

7. Verify or provide answers to the security questions. Click on Save.

You have now successfully Reset your CAASPP/TOMS password.