How to Enter Responses for the Paper-Based Summative ELPAC Listening Domain

1. Log into the Data Entry Interface (DEI).
2. Select the Start Summative English Language Proficiency Assessments for California (ELPAC) Grades XX Listening—Paper Data Entry Interface button.
3. Select the Begin Data Entry button.
4. Questions in the DEI will match the order in the Score Sheet.
5. Select the appropriate score for that item.
6. Select the Next button to continue to the next question.
7. Continue selecting scores and using the Next button to advance through questions.
8. After the last question, select the OK button on the Attention message.
9. Select the End Test button.
10. Select the Submit Test button once all entries have been completed.
11. Select the Submit Test button once all entries have been completed.
12. Select the Yes button in the Warning message to verify all score entries have been completed.
13. Select the correct button for user’s next steps; e.g., Log Out, Enter Responses for a Different Test, or Enter Responses for a Different Student.