



TRAINING COMPLETION

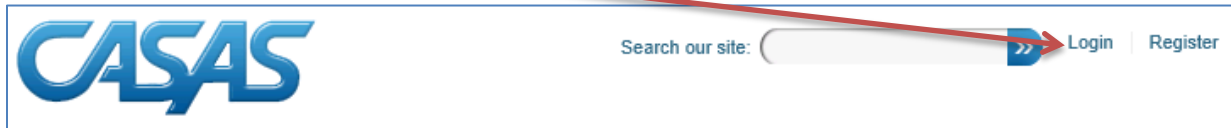
FY 2011-12

Complete Your Training Online!

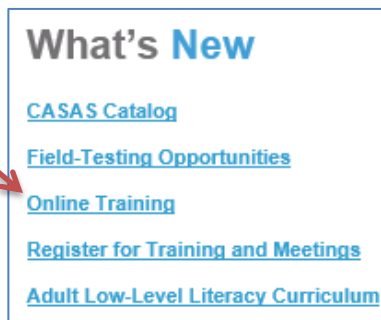
1. Go to: <https://www.casas.org>

- ⇒ If you do not have a user account, click "Register for new Account."
- ⇒ If you forgot your password, click "Reset Password."
- ⇒ Important: Everyone must have his or her own CASAS user account.
- ⇒ Do not share accounts.

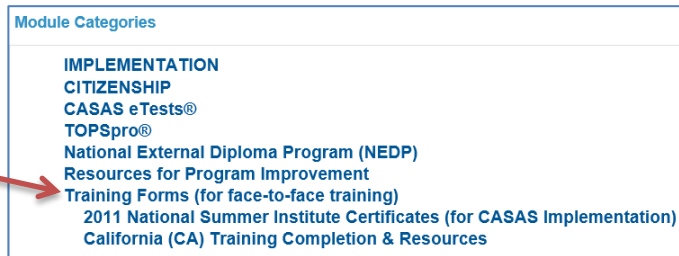
2. Select: Login



3. Click: Online Training to access the portal to submit Training Forms.



4. Click: Training Forms (for face-to-face training).



5. Select: The training for which you completed in a face-to-face/regional or web-facilitated training.



Complete your training in 3 quick steps:

6. Submit: Test Security Agreement

7. Submit: Training Verification

8. Generate: Certificate of Completion





Additional Resources for Program Improvement

CASAS Implementation

- ❖ [Low Level Literacy Curriculum Modules](#)
- ❖ [Sample Test Items for Classroom Use](#)
- ❖ [CASAS Scale, Skill Levels, and Descriptors](#)
- ❖ [CASAS Basic Skills Content Standards](#)
- ❖ [CASAS Competencies](#)
- ❖ [QuickSearch Online](#)
- ❖ [Continuous Improvement Measure](#)
- ❖ [Handbooks for Teachers](#)
- ❖ [Suggested Next Test Charts](#)
- ❖ [Testing Guidelines](#)
- ❖ [Accommodations Guidelines](#)
- ❖ [Pre- & Post-Testing](#)
- ❖ [Suggested Next Test Charts](#)
- ❖ [Test Forms by Skill Area, Level, and Series](#)
- ❖ [Scale Score Ranges of CASAS Test Forms](#)
- ❖ [Transitioning Learners](#)
- ❖ [Intake Process](#)

CA Accountability

- ❖ [Administration Manual](#)
- ❖ [Attachments A-H](#)
- ❖ [2011-12 FAQ's for California WIA, Title II Agencies](#)
- ❖ [PDF cover page so you can build your own binder](#)
- ❖ [California Administrator's Handbook for WIA Title II Agencies](#)
- ❖ [CASAS Assessment Policy Guidelines](#)
- ❖ [California State Assessment Plan](#)
- ❖ [Data Integrity Report](#)
- ❖ [NRS Handout for Rolling Hills](#)
- ❖ [2011-12 CA NRS Performance Goals](#)
- ❖ [Data Portal-CA Performance](#)

TOPSpro Basics

- ❖ [TOPSpro Basics Tutorial](#)
 - ❖ [TOPSpro Quick Start Tutorial](#)
 - ❖ [Sample Reports](#)
 - ❖ [Using TOPSpro Reports](#)
 - ❖ [Answer Sheets and Test Records](#)
 - ❖ [TOPSpro Answer Sheet Translations](#)
 - ❖ [Seven Steps for Effective Scanning](#)
 - ❖ [TOPSpro Color Codes](#)
 - ❖ [TOPSpro 5.2 Report Summary](#)
 - ❖ [TOPSpro 5.2 Report Options](#)
 - ❖ [TOPSpro Network Groups](#)
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