HOW TO ADD ELP TEST SCORES

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1. Log in.
2. Hover over the "**Students**" tab.
3. Select "**Student List**" from the dropdown menu.
4. Search using filters.
5. Click on the student name.
6. Click on "**ELP Testing**" tab.
7. Click on "**Add Test Results**."
8. Select the year from "**Testing Year**" dropdown menu.
9. Select the test from the "**Test Type**" dropdown menu.
10. Click "**Add**."
11. Enter all the necessary information.
12. Click "**Save**."