

The background features abstract, overlapping geometric shapes in various shades of green, ranging from dark forest green to light lime green, set against a white background. The shapes are primarily triangles and polygons, creating a modern, layered effect.

e-professional Online Classroom Exams

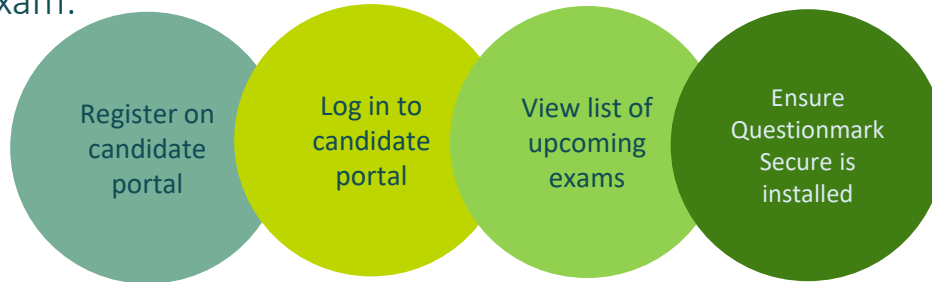
Information & Quick User Guide for Candidates



e-professional Online Classroom Exams

- Your training provider will book your exam.
- You will receive an automatic email notification from BCS

Before the day of the exam:



On the day of the exam:





Candidate Portal

Before the day of the exam:

Register on
candidate
portal

You will receive an email from BCS about your online exam.

If you are NOT already registered, you will also receive an email from BCS with a link to 'Complete your registration'.

This link will direct you to the registration page. Complete the information required and click 'Register'. You will then be able to log in to the candidate portal.

Log in to
candidate
portal

Log in to the Candidate Portal.

If you have forgotten your password, use the link 'Click here to reset your password'.

If you still haven't registered, use the link to 'Complete your registration'.

View list of
upcoming
exams

Once logged in, the online classroom exam will be displayed in the 'Upcoming Exams' area.



Using Questionmark Secure

Before the day of the exam:

Installing Questionmark Secure and Technical Requirements

Candidates can take the examination anywhere where there is internet access and a computer/laptop with a microphone and web camera and with Questionmark Secure installed. This will also require a plug in for Zoom.

Questionmark Secure must be downloaded (<https://support.questionmark.com/content/get-questionmark-secure>) It is strongly recommended that all candidates do this as early as possible and follow both Step 1 and Step 2 to ensure that you are able to fully launch your exam without incident.

Please note that Questionmark will update this page with new releases- please visit the page to ensure that you have the most up to date version of Questionmark Secure, and that any previous versions on your machine are uninstalled prior to installing the latest version. Using an out-of-date version of Questionmark can cause technical issues during your exam such as a blank screen.

It is advisable that all firewalls and anti-virus software are turned off prior to the exam as they may interfere with the running of Zoom and Questionmark Secure. If using a work device, it is strongly recommended that you contact your company IT department to ensure that the device will function correctly prior to the exam time as Admin level access may be required.

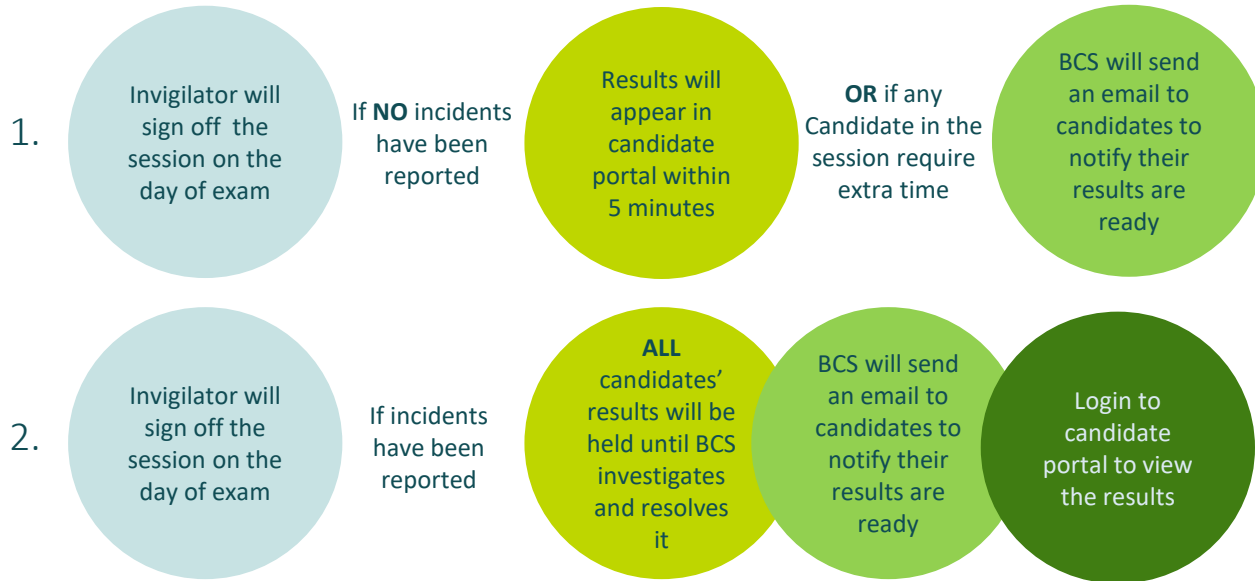
Mac users: please note that the operating system that is compatible with QM Secure is 10.13 or newer

Windows users: please note that the operating system that is compatible is 6.1.27.1 or newer

e-professional Online Classroom Exams

Results:



Once your invigilator signs off the exam session, results will be available in two ways:





e-professional Online Classroom Exams

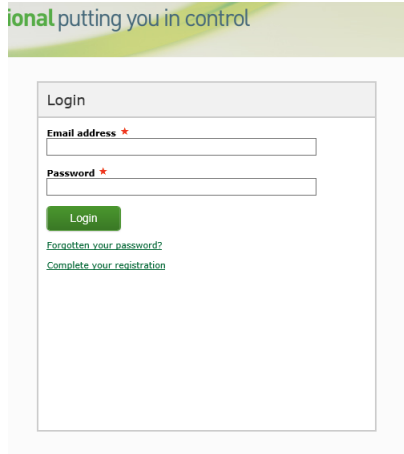
Pre-requisite Qualifications:

-  Some qualifications will require candidates to hold other pre-requisite qualifications prior to taking an examination.
-  If the exam you are sitting requires pre-requisites and if you have not **submitted** them, your results will be **HELD**.

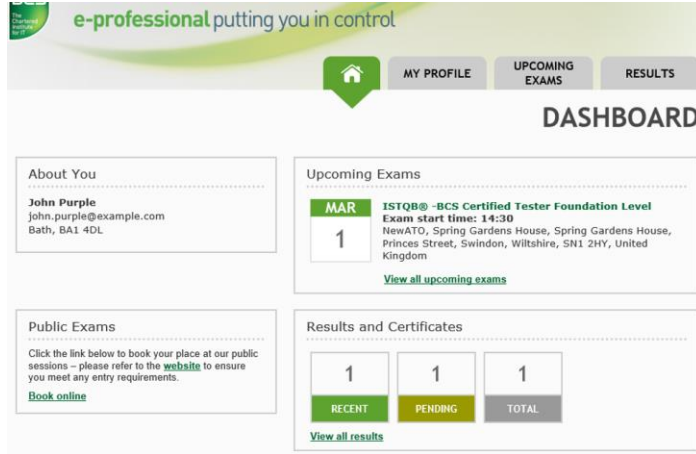


Candidate Portal

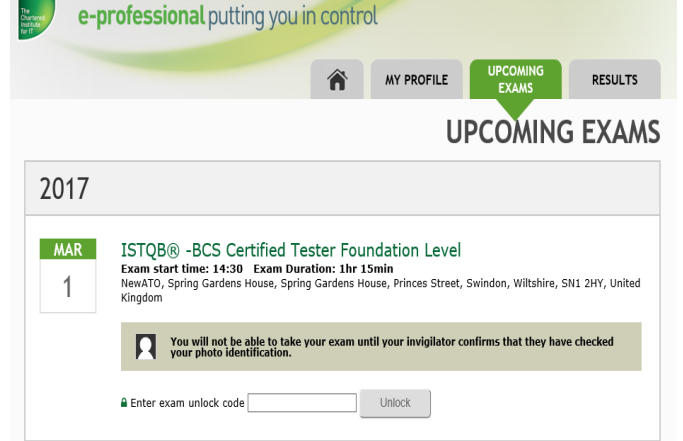
On the day of the exam:



Log in to candidate portal



Click 'View all upcoming exams' OR the 'Upcoming Exams' tab



Enter the 6 digit exam unlock code and click 'Unlock'. The code will be provided by your invigilator.



Candidate Portal

The screenshot shows the 'UPCOMING EXAMS' section of the BCS Candidate Portal. At the top, there is a navigation bar with a home icon, 'MY PROFILE', 'UPCOMING EXAMS' (highlighted with a green arrow), and 'RESULTS'. Below this, the year '2017' is displayed. A table lists the exam details:

Month	Exam Name	Exam start time	Exam Duration	Location
MAR	ISTQB® -BCS Certified Tester Foundation Level	14:30	1hr 15min	NewATO, Spring Gardens House, Spring Gardens House, Princes Street, Swindon, Wiltshire, SN1 2HY, United Kingdom

Below the exam details, there is a warning message: "You will not be able to take your exam until your invigilator confirms that they have checked your photo identification." At the bottom, there is a green button labeled "Proceed to exam" and a status indicator "Code accepted".

Click 'Proceed to exam'



Navigating the exam

There are then two exam formats available, depending on the exam being sat. The first is detailed on the next two slides.

The screenshot shows a web page for BCS (The Chartered Institute for IT). At the top left is the BCS logo. Below it, the text reads: "Feb 15 2017 | Logged in as: 554530". The main content area contains the following text:

I confirm that I agree to the following:

- I will comply with the relevant provisions of the certification scheme
- I will only make claims regarding certification with respect to the scope for which certification has been granted
- I will not use the certification in such a manner as to bring the certification body into disrepute, and not to make any statement regarding the certification which the certification body may consider misleading
- I will discontinue the use of all claims to certification that contains any reference to the certification body or certification upon suspension or withdrawal of certification, and to return any certificates issued
- I will not use the certificate in a misleading manner

Please note: Examination marks will be forwarded to your training provider.

DATA PROTECTION ACT NOTICE
The British Computer Society (Registered charity number 292786) ("BCS") will hold your personal data on its computer database. This information may be accessed, reviewed and used by BCS for administrative purposes. We do not release personal data to third parties for marketing purposes.

COMMUNICATING WITH YOU
We may use the information you supply to email you about other products and services provided by BCS. If you DO NOT wish to receive such emails, please contact us via certifications@bc.bcs.org.uk

At the bottom of the page, there is a "Submit" button highlighted with a green box. Below the button, there is a small line of text: "Questionmark OnDemand licensed for testing purposes only".

Read the provisions of the certification scheme and confirm by clicking 'Submit'



Navigating the exam



Feb 15 2017 | Logged in as: 554530



This is an exam for the Foundation Certificate in Business Analysis 2015.
You have 1 hour to complete this exam.
All 40 questions should be attempted, only 1 answer is correct.
There are no trick questions.
Questions can be flagged for you to return to later in the examination.
You must get 26 or more correct to pass.
Examination marks will be forwarded to your training provider.
Good Luck!

Submit

Read the exam information and click 'Submit'. The timer for the exam will then be displayed.



Feb 15 2017 | Logged in as: 994038

Time remaining: 01:09:33



Sample Paper

1 of 34

Which of the following statements about outsourcing of systems development is correct?

- It has meant that it is no longer necessary for analysts to define rigorous, accurate and complete user requirements.
- It has eliminated the need for effective contract management between the customer and the supplier of the outsourcing.
- It has been a significant catalyst in organisations for the development of a business analysis function.
- It has meant that the programming of solutions is usually undertaken in countries where labour costs are high.

2 of 34

In a particular organisation it is common practice to call all managers by their first name. It is part of the culture of the organisation. Newcomers are quickly corrected if they do not follow this informal approach. What would knowing about this convention be classified as in Requirements Engineering?

- Explicit individual knowledge.
- Tacit individual knowledge.
- Explicit corporate knowledge.
- Tacit corporate knowledge.

3 of 34

Which stage of the Requirements Engineering process is concerned with tracking requirements from inception to implementation?

- Requirements documentation.
- Requirements management.
- Requirements validation.
- Requirements analysis.

4 of 34

A well-formed requirement is said to comply with which of the following acronyms?

- MOSCOW.
- SMART.
- OSCAR.
- MIVAT.

Submit

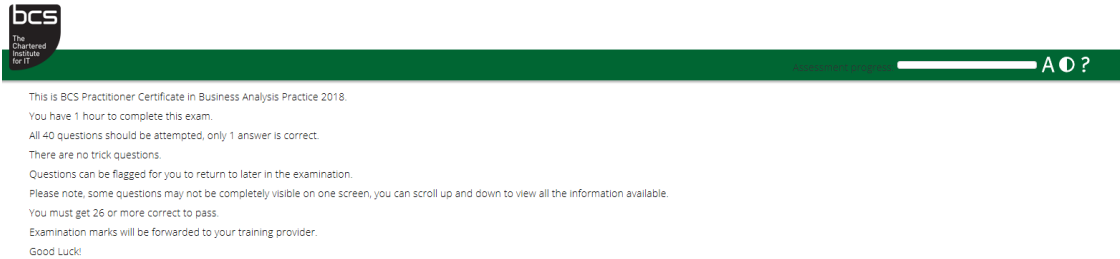
Questionmark. Content licensed for testing purposes only.

Take exam and click 'Submit'



Navigating the exam

The second format has options as shown on the next four slides.



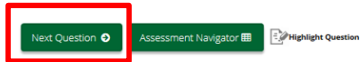
Read the details of the exam and confirm by clicking 'I agree'.
The timer for the exam will then start in the top right.



Navigating the exam



Assessment progress and timer monitor.



You cannot submit the exam yourself until you have been through every exam question (the exam will still end if the duration runs out)



Navigating the exam

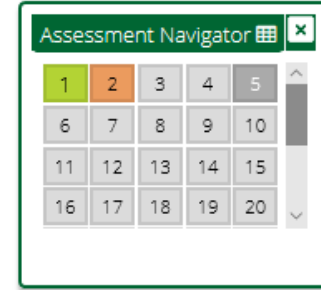


You can highlight a question for review later by clicking the **icon** next to “highlight question”



The text will then change to “remove highlight” and you can click the **icon** to remove the highlight from the assessment navigator

Please note, a highlighted exam will stay highlighted even when an answer has been selected.



You can see which questions have been answered using the assessment navigator tool

Green is answered

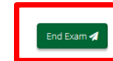
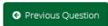
Orange is highlighted

Light grey is unanswered

Dark grey is the question you are currently viewing



Navigating the exam



Once you have been through every question you will see the “End Exam” button in the bottom right that will end the exam and submit your answers.



Candidate Portal

The screenshot shows the 'RESULTS' page for a candidate. The navigation bar includes 'MY PROFILE', 'UPCOMING EXAMS', and 'RESULTS'. The 'RESULTS' tab is active. Below the navigation bar, there are filters for 'Showing: Pass or above', 'Fail', and 'Pending'. The main content area displays the following information:

- Year: 2017
- Month: FEB 24
- Exam Name: Intermediate Certificate in Software Testing QA Ltd
- Result: PASS
- Score: 40 out of 54 (74%)
- Buttons: 'View eCertificate' and 'View result analysis'
- Footer: QA Ltd - <http://www.qa.com>. Congratulations on passing your examination. If you have any future training requirements and would like to attend a course from our portfolio please visit our website for more information. info@qa.com

Click the 'Results' tab to view your results.

Click 'View result analysis' for a breakdown of the results.

The screenshot shows the 'RESULTS' page for a candidate. The navigation bar includes 'MY PROFILE', 'UPCOMING EXAMS', and 'RESULTS'. The 'RESULTS' tab is active. Below the navigation bar, there are filters for 'Showing: Pass or above', 'Fail', and 'Pending'. The main content area displays the following information:

- Year: 2017
- Month: FEB 28
- Exam Name: Intermediate Certificate in Software Testing NewATO
- Result: HELD
- Message: Results held awaiting proof of reasonable adjustments, proof of extra time, approval

ALL results will be held if any pre-requisites, extra time or reasonable adjustments have not been processed OR if any incidents have been reported by your invigilator