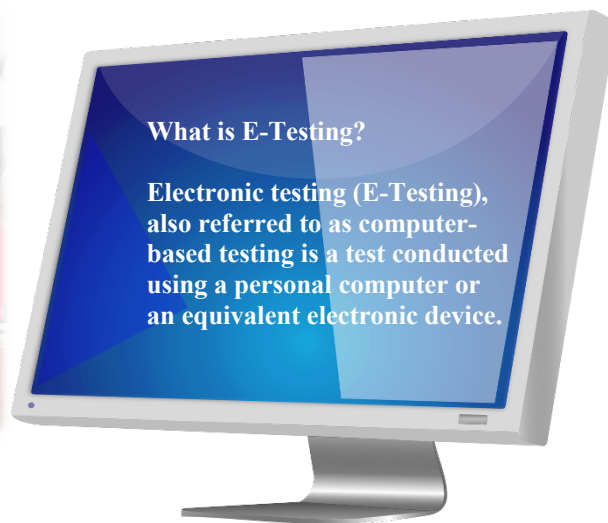
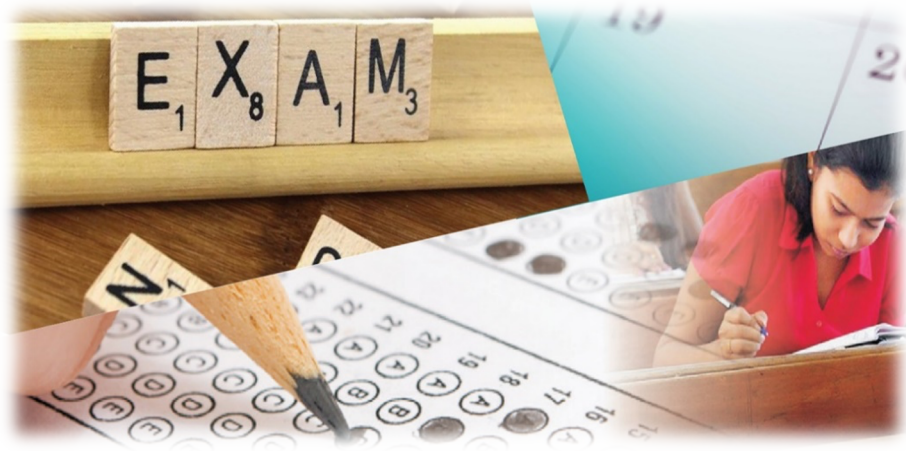




Government of the Republic of Trinidad and Tobago
MINISTRY OF EDUCATION

E-Testing - Quick Reference Guide



What is E-Testing?

Electronic testing (E-Testing), also referred to as computer-based testing is a test conducted using a personal computer or an equivalent electronic device.

E-Testing Support

The following personnel will provide support to all candidates doing online e-testing:

- The **Examination Supervisor** has direct responsibility for the following activities during the examination:
 - Issuing candidates with keycodes and test pincodes
 - Unlocking tests for candidates
 - Viewing and managing test sessions
 - Controlling candidate access to tests
 - Pausing tests; allocating extra time to candidates when necessary.
- **IT Technical Officer** – The IT Technical Officer provides technical support to students during the examination and is responsible for:
 - Ensuring your laptop is in proper working condition
 - Installation of Secure Client software to facilitate e-testing
 - Troubleshooting any technical issues during the examination.

General Information

The e-testing exam is done on a laptop or desktop computer. A laptop computer will be provided for you to do your exam.

Online e-testing is very secure. Before the start of the exam an app called Secure Client will be downloaded to all laptops. The Secure Client allows candidates to access the e-test **ONLY** and prevents candidates from accessing the Internet, hard drives and flash drives.

Doing an e-test Using Surpass•

- Log on to Secure Client
- Enter the Keycode (8 characters)
- Click OK
- Confirm your test details
- Accept the terms
- Select ENTER
- Read the Instructions
- Start the test
- Submit your responses and Close the window

Before Your Online E-Test

- Review and practice e-tests on CXC's E-testing demo website: (<https://www.cxc.org/specimen-papers>) to become familiar with the e-testing examination environment.

On the Day of your E-Test

- Arrive at the exam center at least 45 minutes prior to the start of the exam.
- Walk with a pair of headphones if you are attempting CSEC Spanish or French. Please note that headphones must be used for listening to dictated questions or instructions.



Do you need help or support?
Email:
etestingSupport@moe.gov.tt