Industry Certification Exams on iCEV — Proctor Script (Read-Aloud)

Before we get started with your certification exam today, I'm going to go over some very important instructions.

Please listen carefully, and do not touch your keyboard or mouse until I tell you to begin.

Before Starting the Exam

Once you're logged into the iCEV platform, **do not click anything** until I tell you to. You will have **two hours** to take this exam, so take your time and read each question carefully.

When you click on something, only click once and then wait.

Even if it looks like nothing is happening, the system is working — so please be patient.

While you're testing, do not have any other tabs or windows open.

If you leave the test or open another tab, the system will think you're done and will **log you out** automatically.

Also, do not use the arrow keys on your keyboard.

Only use the arrow buttons that appear on the iCEV platform itself.

Every question counts, so **don't skip any questions** or leave any blank.

The passing score for this exam is **70 out of 100**.

When you're finished with your test, please completely shut down your device.

Exam Instructions

When you're moving through questions, **do not use the "Back" or "Refresh" buttons** at the top of your browser.

Instead, always use the **Next** button that appears on the exam page.

Before you submit your test, you'll have a chance to review all your answers.

After you answer **question 100**, click the **Review** button to double-check everything.

When you're satisfied, click **Finish** to submit your exam.

Once you submit, you'll see **two circles** on your screen.

Your percentage score will appear in the right-hand circle, that number is your point score.

When you're done, click **Log Out** at the top of the page.

Leave your login card at your computer, and then you may quietly leave the room.

If you have a question during the exam, please raise your hand and I'll come to you.

Check-In Process

Now we're going to begin the check-in process.

To check in, mark the checkbox on your screen and then click Check-In.

I'll approve each person one at a time.

Once I approve you, you'll be able to launch your exam.

This process can take up to **five minutes**, so please be patient while I go through each student.

Once I've approved you, your exam will begin and you may start testing.

You may now begin the check-in process. Good luck!