

Learner Journey for Online Assessment

This guide will help familiarise yourself with the assessment platform where you will be taking your assessment

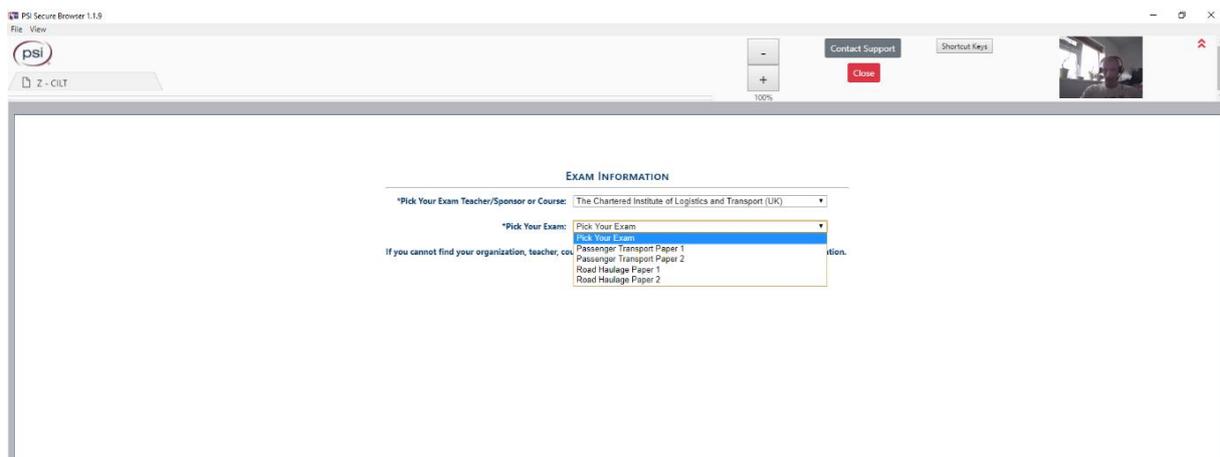
Copy and paste the following URL into your browser and watch the online video and download and install the secure browser onto your device following the instructions onscreen– this is a generic video and the examples given are generic.

cilt.remoteproctor.com

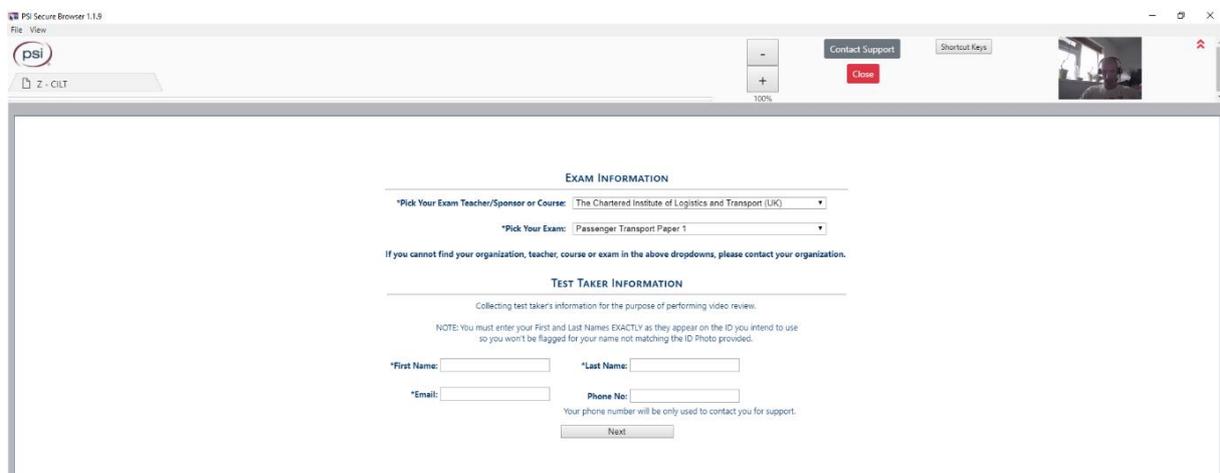
The rest of this guide gives examples of what you will see and need to do to access your CILT assessment on the day

The process is straightforward, however to give a greater level of detail if required we have laid out each step in detail below.

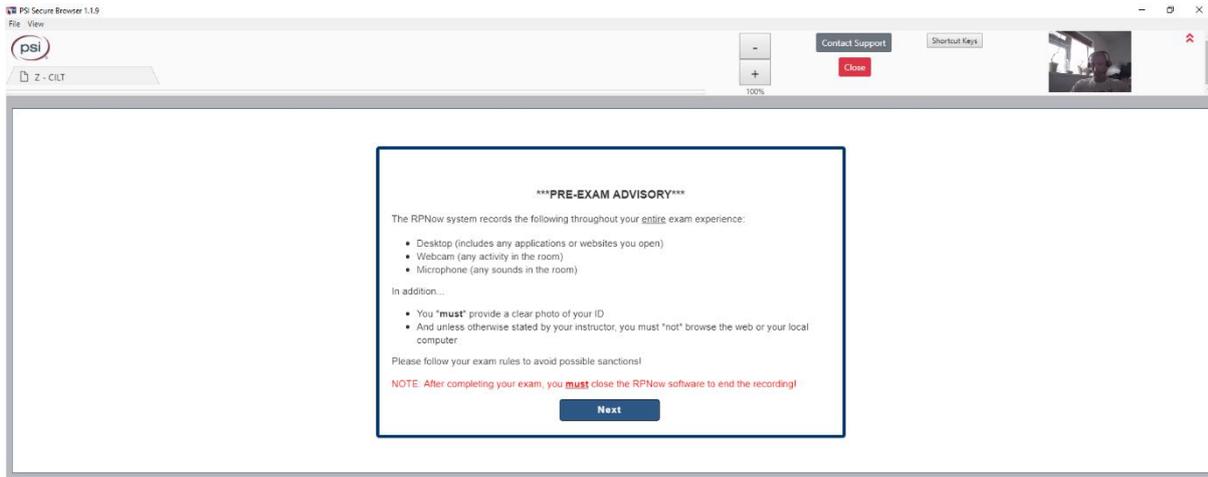
1. Launch secure browser
2. Select Chartered Institute of Logistics and Transport from the top drop down list.



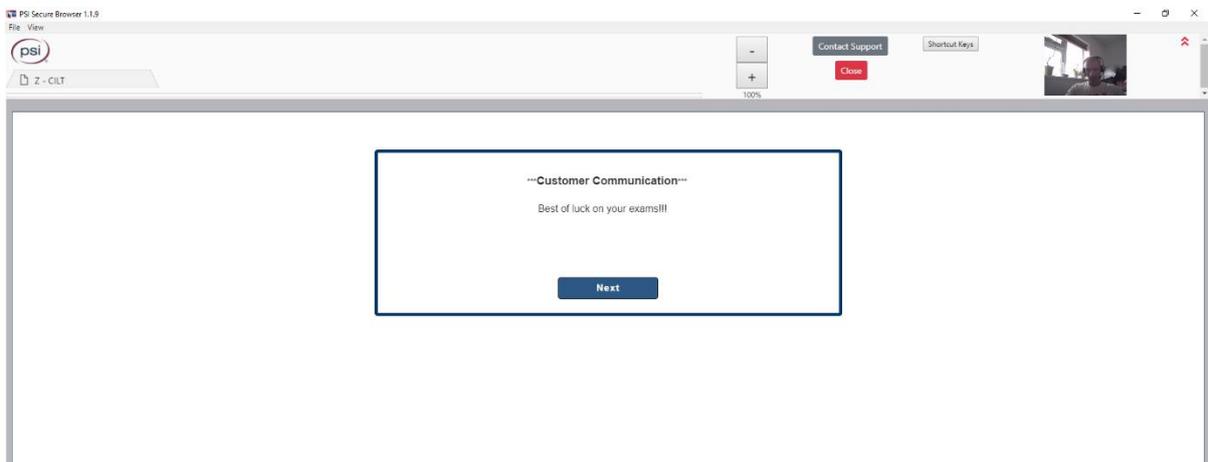
3. Select the exam to be taken from the bottom drop down list.



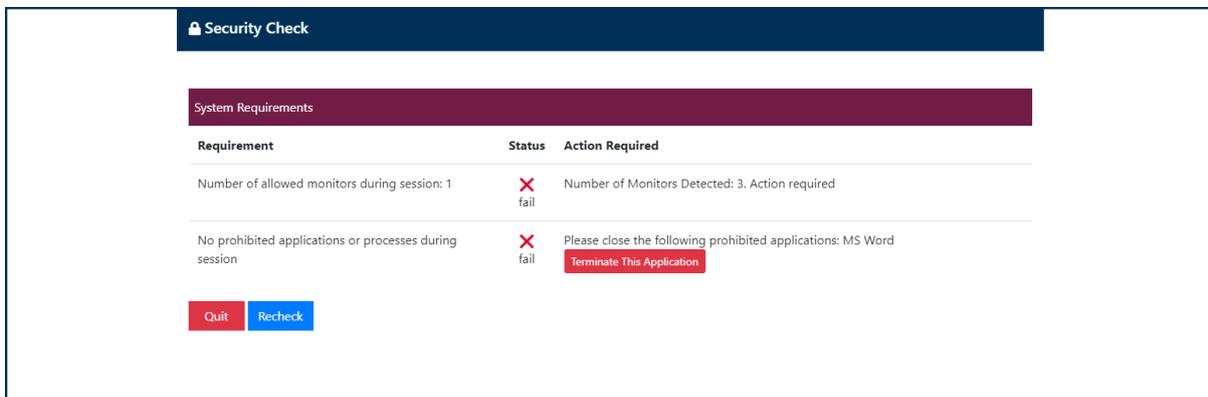
4. Note the Pre-Exam guidance and click next



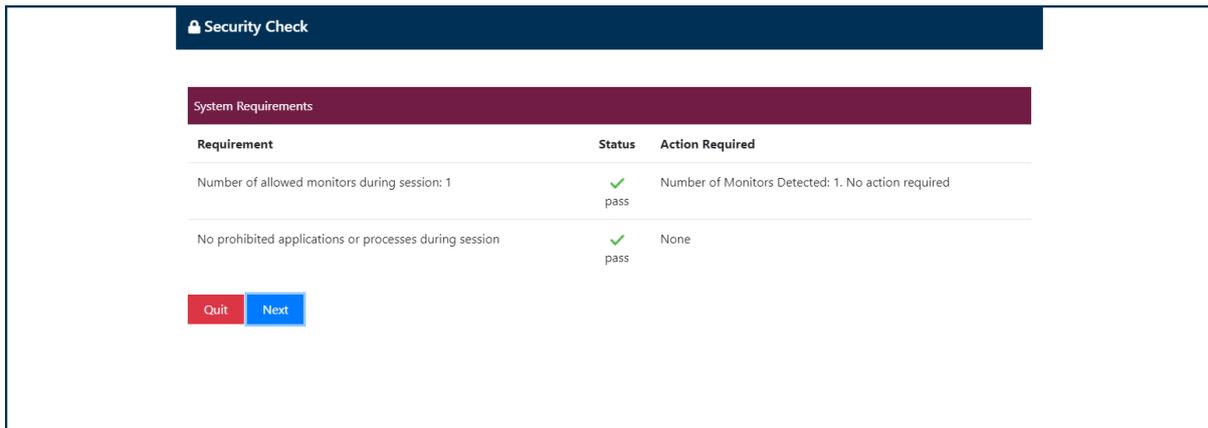
5. Click Next



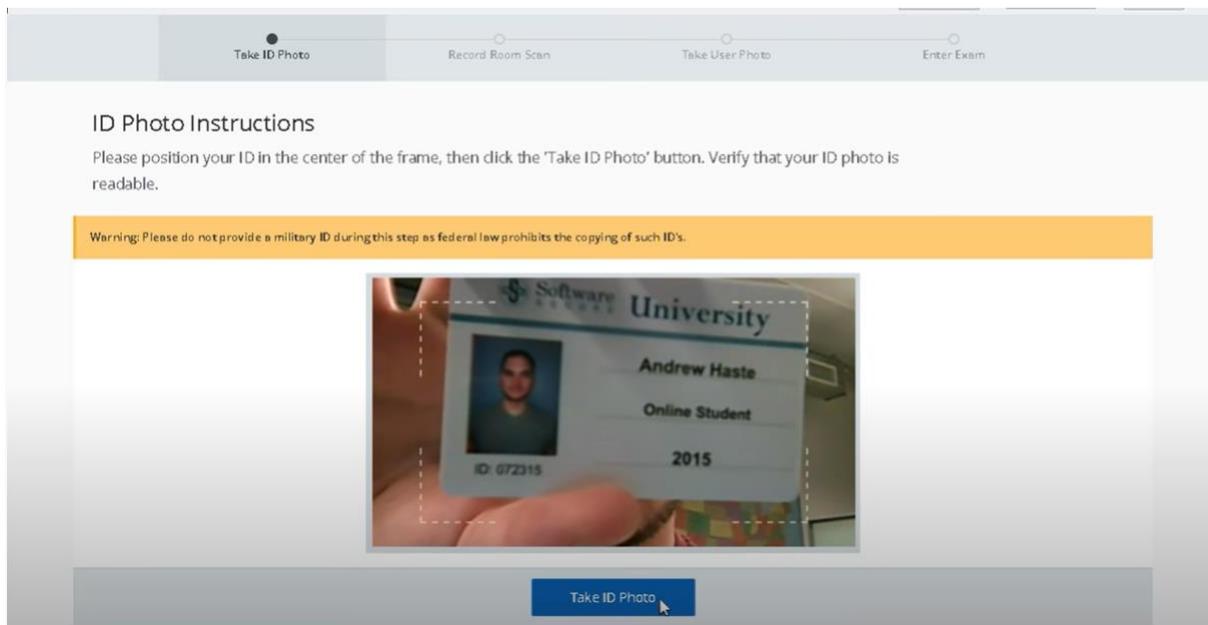
6. The system will detect if there are any problems with the setup such as additional software running or multiple monitors which are not permitted. If this is detected you will need to rectify any errors by ensuring the number of monitors is as expected and terminate any not permitted software applications and then recheck



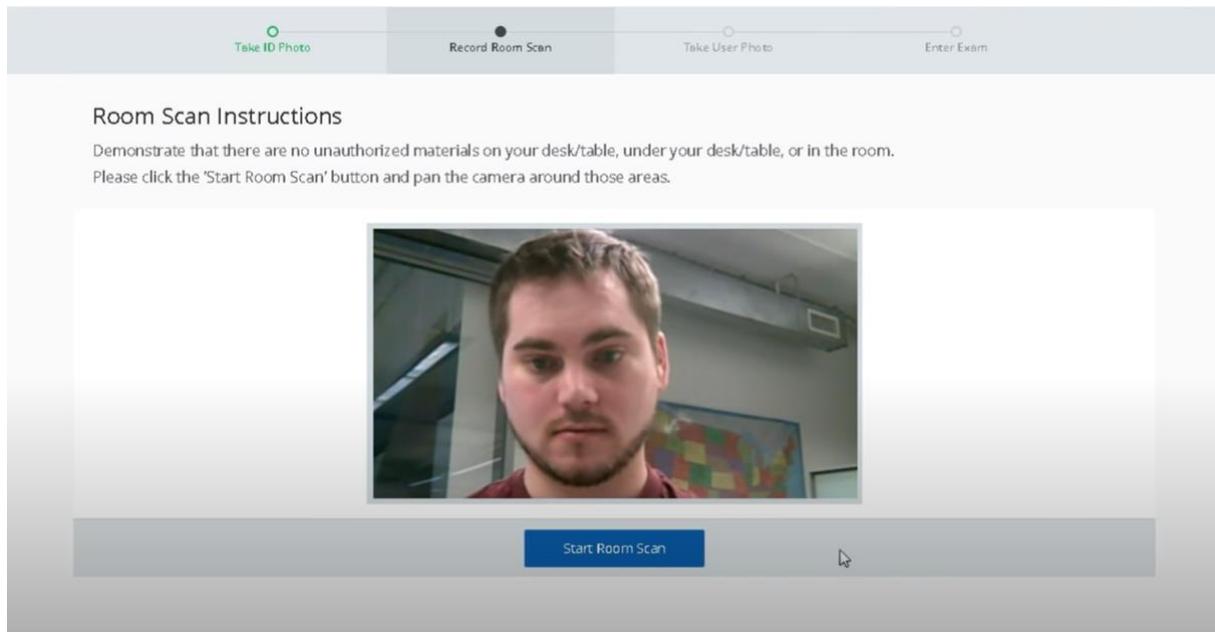
- Once rectified click next to continue the check-in process



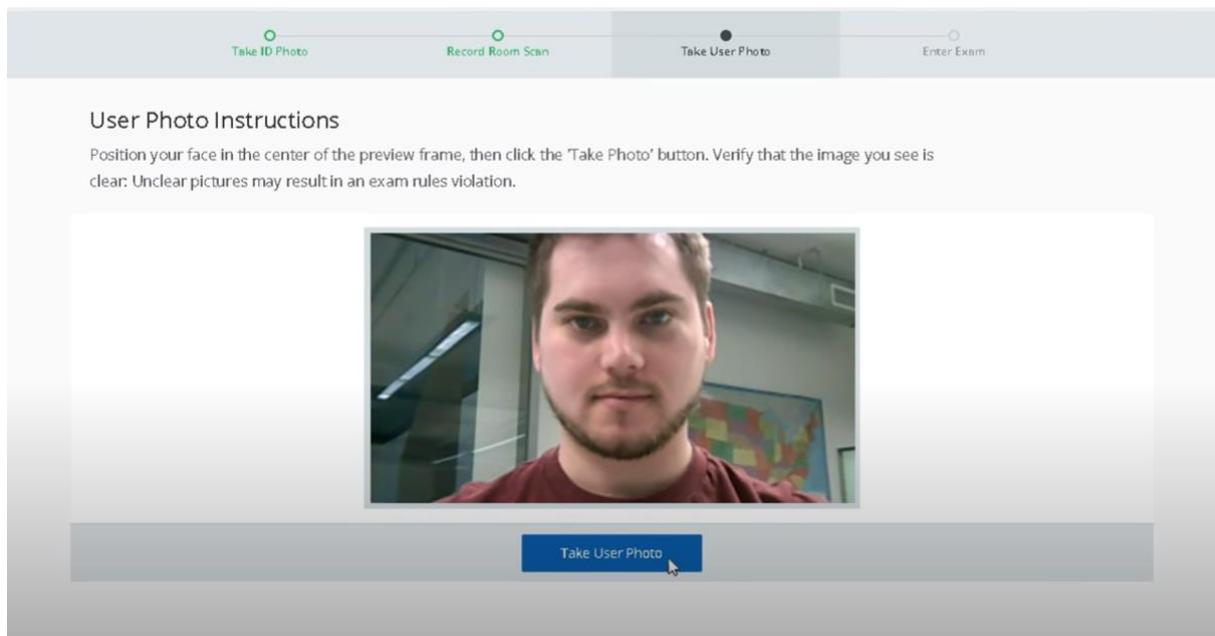
- When prompted provide a photograph of a piece of photo id, such as driving licence or passport. Confirm phot when prompted



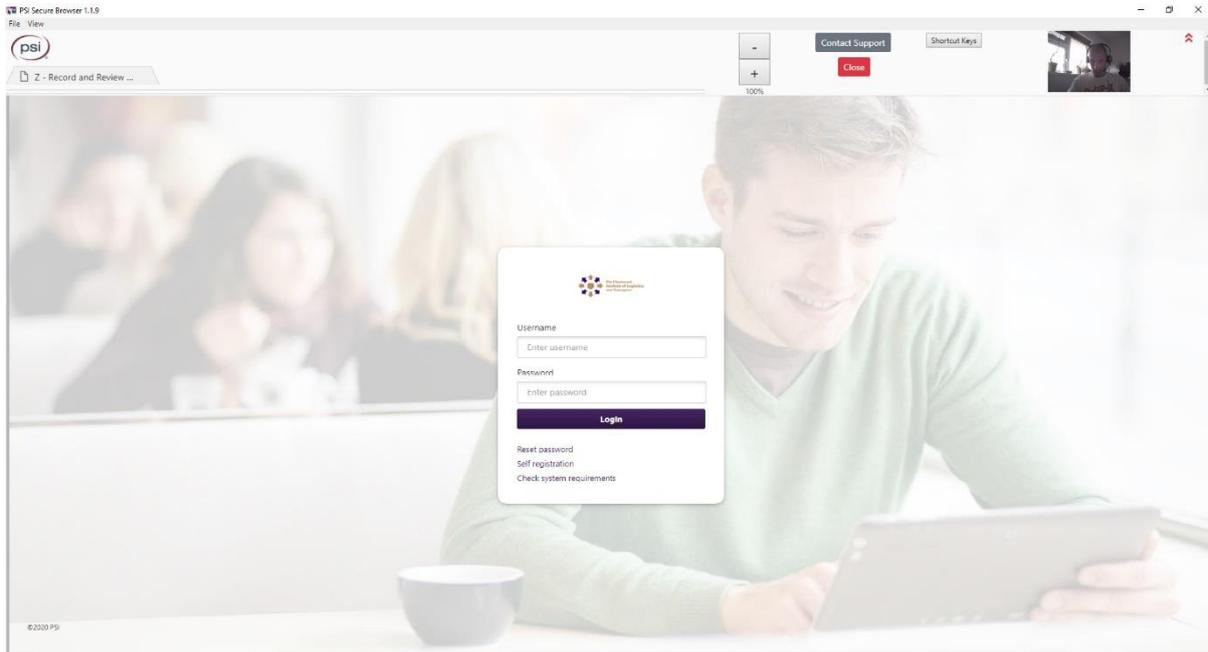
9. Click start room scan and take a scan of the room where you are taking your exam to show that there are no prohibited items. Confirm the room scan when prompted



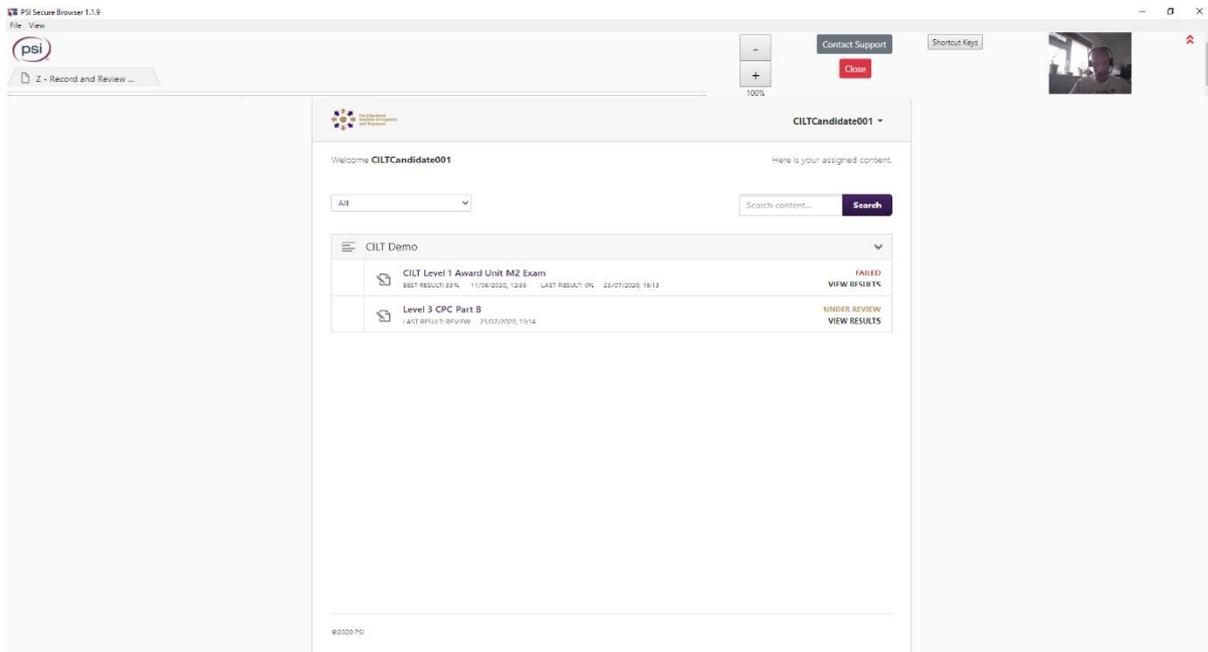
10. Take a photo of yourself. Confirm photo when prompted



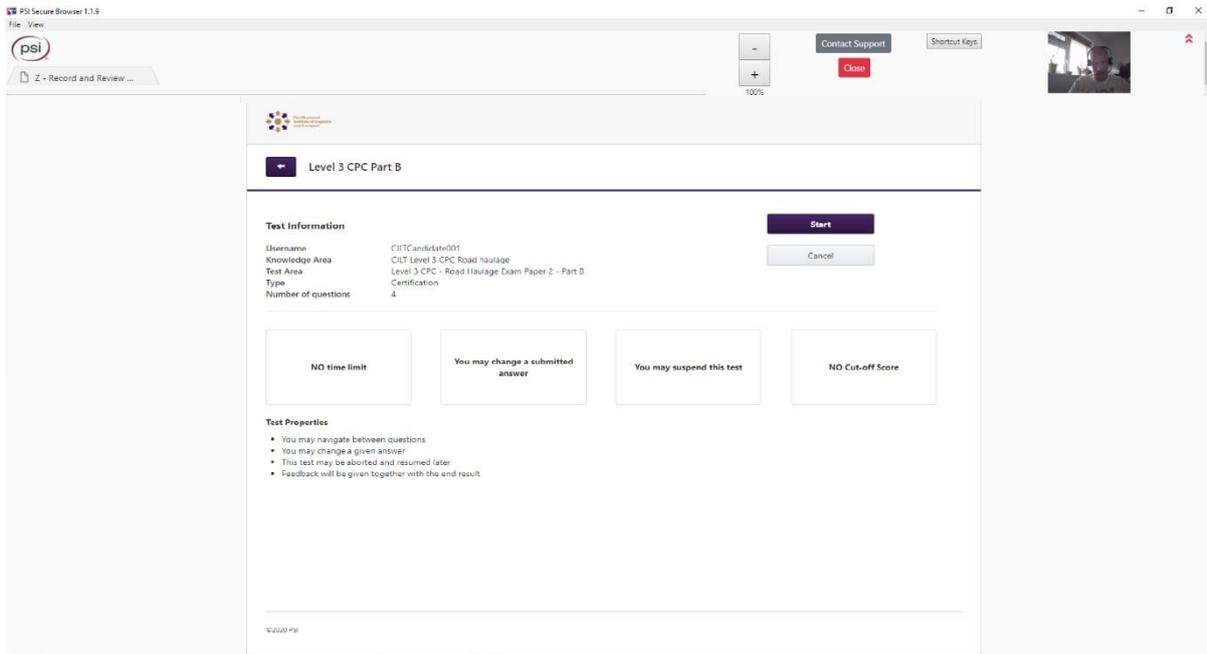
11. The browser will then redirect you to the test area. Enter username and password as provided.



12. Select your exam from the catalogue



13. Click start to take your exam.



When you have completed the exam, a results page will be displayed. You may now close the browser. Your exam will be saved and your Webcam and screen recording will be submitted for review by the invigilators.

Your results will be issued via your Study Centre approximately 6 weeks after the exam date.

