



TestOut Pro Certification Exam Proctoring

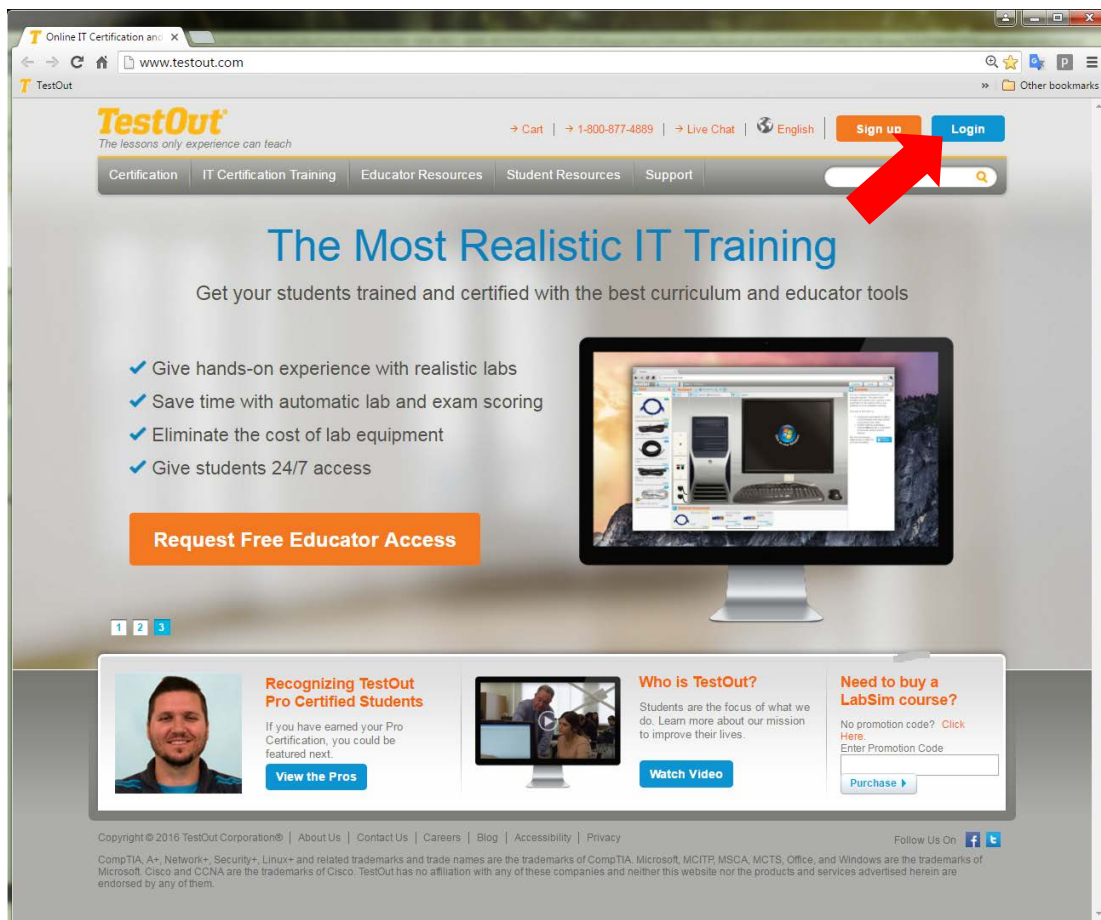
TUTORIAL

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TESTOUT LABSIM LOGIN

Go to www.testout.com and click “Login”.



Enter your login credentials and press “Secure Sign In”.

PROCTORING AGREEMENT

Press the “Certifications” tab.

The screenshot shows the TestOut web application interface. At the top, there is a dark header with the TestOut logo on the left and a user profile on the right that says "Welcome S Jae". Below the header is a navigation bar with three tabs: "My School", "My Products", and "Certifications". A red arrow points to the "Certifications" tab. Below the navigation bar, the main content area is titled "123 College" with a pencil icon and a notification "Updates Available". On the right, there is a "Reports" link. The main content area has a sub-header with four tabs: "My Classes", "My Staff", "My Students", and "Custom Exams". Below these tabs are four buttons: "+ Add", "Actions", "View", and "Teacher". Below the buttons is a search bar with the text "0 results", "Prev", "Page 1 of 0", "Next", and a search icon. Below the search bar is a table with the following columns: "Class Name", "Last Modified", "Students", and "Taught By". The table is empty, and the text "There are no classes." is displayed in the center. At the bottom of the page, there is a footer with the text "Copyright © 2016 TestOut Corporation. All rights reserved." and "Powered by LABSIM".

Click “Set Up” to review and accept the guidelines for Proctoring.

TestOut

Welcome S Jae

My School My Products **Certifications**

TestOut Proctoring Agreement

⚠ Please review and accept the guidelines to set up the Proctoring Agreement for your school.

Set Up

TestOut Certification Exams

Available Exams Filter: Teacher View


There are no certifications to display at this time.

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Please read and agree to the listed guidelines before administering any TestOut Pro Certification Exam. Before selecting "Accept", be sure to scroll down to the bottom of the page to finalize the document.

Proctoring Guidelines

Pro Certification Exam
Proctoring Guidelines



PLEASE READ AND AGREE TO THE FOLLOWING GUIDELINES BEFORE ADMINISTERING ANY PRO CERTIFICATION EXAM FROM TESTOUT CORPORATION

Overview

The purpose of this agreement is to ensure that individual proctors administering any TestOut Pro Certifications do so under the guidelines outlined below. By agreeing to these terms, you acknowledge that you will adhere to this set of criteria for the standard administration of secured delivery for these certification exams.

I certify that I am one of the following:

- School Testing Center staff member or administrator
- School official with rights to administer certification exams
- Corporate Training Organization or Government-Run Testing Center

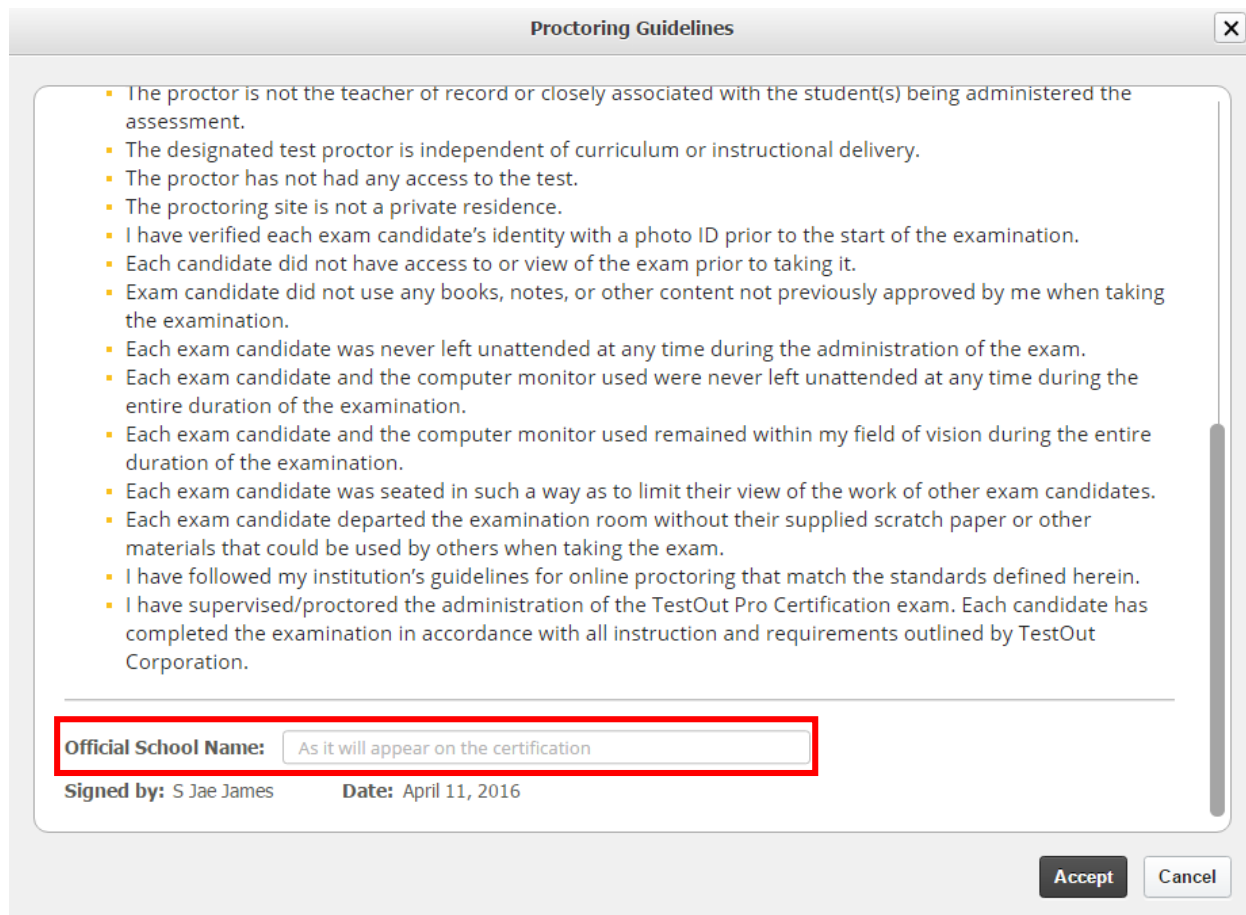
Additionally, I certify that:

- The proctor is not the teacher of record or closely associated with the student(s) being administered the assessment.
- The designated test proctor is independent of curriculum or instructional delivery.
- The proctor has not had any access to the test.
- The proctoring site is not a private residence.

Accept

Cancel

Enter the “Official School Name” as you would like it to appear on the actual certification certificates.



Proctoring Guidelines

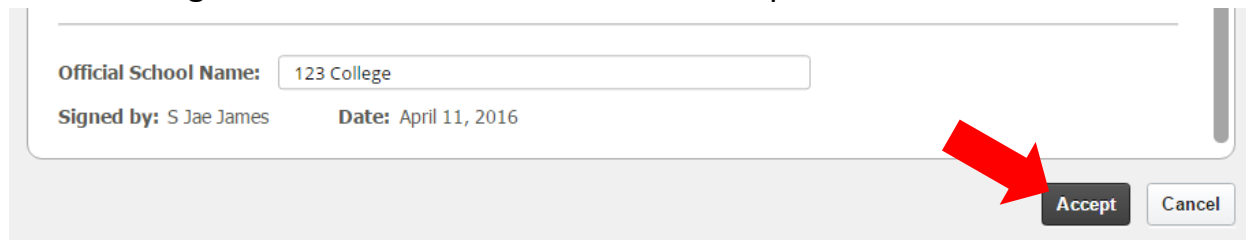
- The proctor is not the teacher of record or closely associated with the student(s) being administered the assessment.
- The designated test proctor is independent of curriculum or instructional delivery.
- The proctor has not had any access to the test.
- The proctoring site is not a private residence.
- I have verified each exam candidate's identity with a photo ID prior to the start of the examination.
- Each candidate did not have access to or view of the exam prior to taking it.
- Exam candidate did not use any books, notes, or other content not previously approved by me when taking the examination.
- Each exam candidate was never left unattended at any time during the administration of the exam.
- Each exam candidate and the computer monitor used were never left unattended at any time during the entire duration of the examination.
- Each exam candidate and the computer monitor used remained within my field of vision during the entire duration of the examination.
- Each exam candidate was seated in such a way as to limit their view of the work of other exam candidates.
- Each exam candidate departed the examination room without their supplied scratch paper or other materials that could be used by others when taking the exam.
- I have followed my institution's guidelines for online proctoring that match the standards defined herein.
- I have supervised/proctored the administration of the TestOut Pro Certification exam. Each candidate has completed the examination in accordance with all instruction and requirements outlined by TestOut Corporation.

Official School Name:

Signed by: S Jae James **Date:** April 11, 2016

Accept **Cancel**

Once the organization name is entered click “Accept”.



Official School Name:

Signed by: S Jae James **Date:** April 11, 2016

Accept **Cancel**

The current proctoring status will now appear as “Active”.

The screenshot shows the TestOut user interface. At the top, the TestOut logo is on the left, and a user profile for 'S. Jae' is on the right. Below the header is a navigation bar with three tabs: 'My School', 'My Products', and 'Certifications'. The 'Certifications' tab is selected. The main content area is divided into two sections. The first section, 'TestOut Proctoring Agreement', displays the 'Current Status' as 'Active' (highlighted with a red box), the 'Date of Agreement' as 'April 11, 2016', the 'Name on Agreement' as 'S. Jae James', and the 'Name of School' as '123 College'. An 'Edit' button is located to the right. The second section, 'TestOut Certification Exams', features a table with the header 'Available Exams'. The table is currently empty, displaying the message 'There are no certifications to display at this time.' Above the table, there is a 'Filter' input field and two dropdown menus labeled 'Teacher' and 'View'. At the bottom of the page, the copyright notice 'Copyright © 2016 TestOut Corporation. All rights reserved.' is on the left, and 'Powered by LABSIM' is on the right.

TestOut

Welcome S. Jae

My School My Products **Certifications**

TestOut Proctoring Agreement

Current Status: **Active** Name on Agreement: S. Jae James Edit

Date of Agreement: April 11, 2016 Name of School: 123 College

TestOut Certification Exams

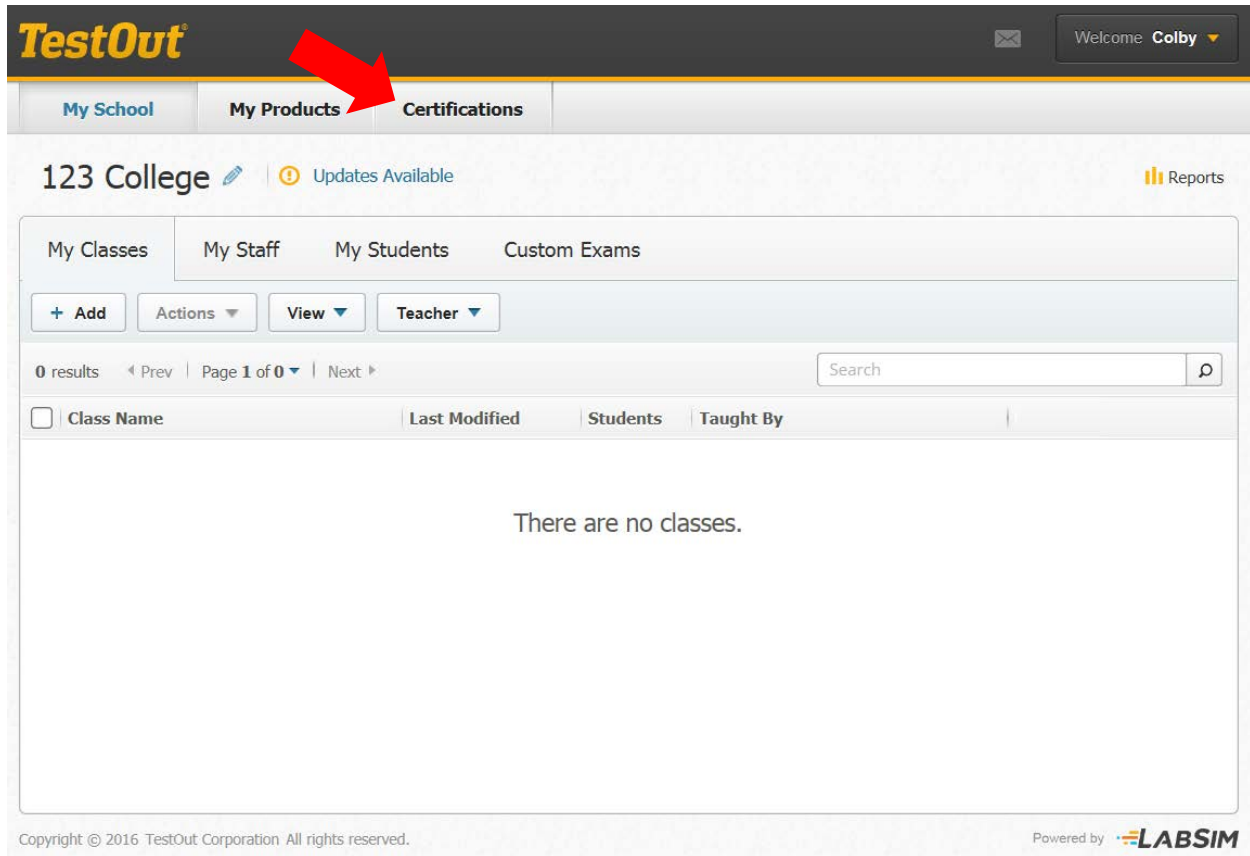
Available Exams Filter: Teacher View

There are no certifications to display at this time.

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SCHEDULING PRO CERTIFICATION EXAMS

From your home page click the “Certifications” exam tab.



The screenshot displays the TestOut web application interface. At the top, the TestOut logo is on the left, and a user greeting "Welcome Colby" is on the right. Below the header, there is a navigation bar with three tabs: "My School", "My Products", and "Certifications". A red arrow points to the "Certifications" tab, which is currently selected. Below the navigation bar, the main content area shows "123 College" with an edit icon and a notification "Updates Available". On the right, there is a "Reports" link. The main content area is divided into sections: "My Classes", "My Staff", "My Students", and "Custom Exams". Under "My Classes", there are buttons for "+ Add", "Actions", "View", and "Teacher". Below these buttons, it shows "0 results" and a search bar. A table header is visible with columns: "Class Name", "Last Modified", "Students", and "Taught By". The table body is empty, displaying the message "There are no classes." At the bottom of the page, there is a copyright notice: "Copyright © 2016 TestOut Corporation. All rights reserved." and a logo for "LABSIM" with the text "Powered by".

If the “Proctoring Agreement” is in not in effect, refer to the “Proctoring Agreement” section of this document.

Click the “Teacher” button.

The screenshot shows the TestOut web interface. At the top, the TestOut logo is on the left, and a user profile 'Welcome Colby' with a dropdown arrow is on the right. Below the header is a navigation bar with three tabs: 'My School', 'My Products', and 'Certifications' (which is highlighted). The main content area is divided into two sections. The first section, 'TestOut Proctoring Agreement', contains a box with the following information: 'Current Status: Active' (with a green checkmark), 'Date of Agreement: April 11, 2016', 'Name on Agreement: S Jae James', and 'Name of School: 123 College'. There is an 'Edit' button with a dropdown arrow. The second section, 'TestOut Certification Exams', contains a box with the heading 'Available Exams'. To the right of the heading is a 'Filter:' label followed by a text input field. A large red arrow points to a 'Teacher' button with a dropdown arrow, which is located to the right of the input field. Next to the 'Teacher' button is a 'View' button with a dropdown arrow. Below these buttons, the text 'There are no certifications to display at this time.' is centered. At the bottom of the page, the copyright notice 'Copyright © 2016 TestOut Corporation. All rights reserved.' is on the left, and 'Powered by LABSIM' is on the right.

TestOut

Welcome Colby ▾

My School My Products **Certifications**

TestOut Proctoring Agreement

Current Status: **Active** Name on Agreement: **S Jae James** Edit ▾
Date of Agreement: **April 11, 2016** Name of School: **123 College**

TestOut Certification Exams

Available Exams Filter: **Teacher** ▾ **View** ▾

There are no certifications to display at this time.

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Select the instructor whose class you would like to schedule the exam for (you may need to use the scroll bar).

My School

My Products

Certifications

TestOut Proctoring Agreement

Current Status: Active

Date of Agreement: **April 11, 2016**

Name on Agreement: **S Jae James**

Name of School: **123 College**

TestOut Certification Exams

Available Exams

There are no certifications t
this time.

My certifications

Arnold, Wes (123warnold)

Barnett, Aubrey (aubreybarnett)

Blair, Sean (sblair)

Clark, Ken (KennyC5)

Coolidge, Jay (JCCoolidge)

Davidson, Cameron (CamD)

Davis, Rod (roddavis)

Eller, Steve (123seller1)

George, Stevie (Stevie)

Hayward, Casey (chayward123)

Jacobs, Faith (FaithJacobs)

James, Matthew (MatthewJames2)

James, S Jae (Sjae)

Mahoney, Kent (mahoney123)

Colby

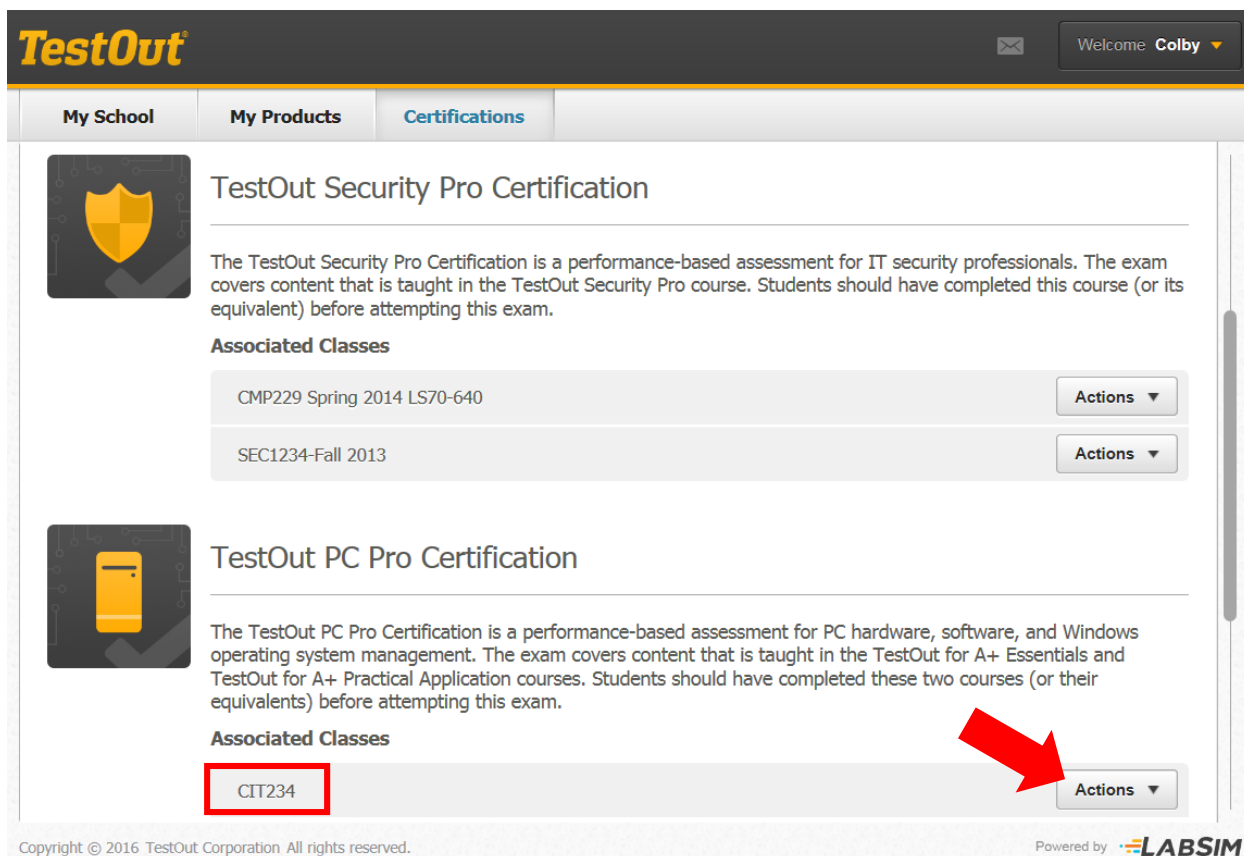
Edit

View

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Underneath the Pro Certification exam you wish to administer find the instructor's class and click the "Actions" button.



TestOut Welcome Colby

My School My Products **Certifications**

TestOut Security Pro Certification

The TestOut Security Pro Certification is a performance-based assessment for IT security professionals. The exam covers content that is taught in the TestOut Security Pro course. Students should have completed this course (or its equivalent) before attempting this exam.

Associated Classes

CMP229 Spring 2014 LS70-640	Actions
SEC1234-Fall 2013	Actions

TestOut PC Pro Certification

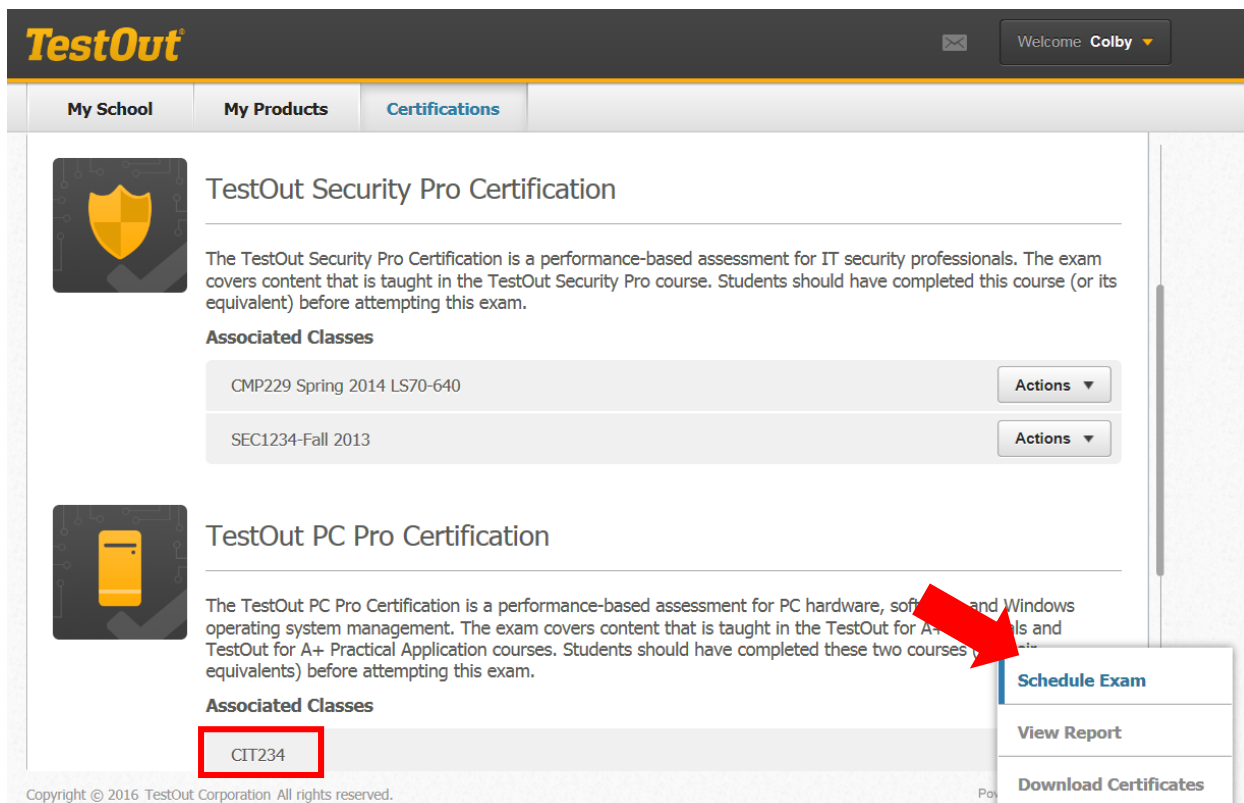
The TestOut PC Pro Certification is a performance-based assessment for PC hardware, software, and Windows operating system management. The exam covers content that is taught in the TestOut for A+ Essentials and TestOut for A+ Practical Application courses. Students should have completed these two courses (or their equivalents) before attempting this exam.

Associated Classes

CIT234	Actions
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Select “Schedule Exam”.



TestOut Welcome **Colby**

My School **My Products** **Certifications**

TestOut Security Pro Certification

The TestOut Security Pro Certification is a performance-based assessment for IT security professionals. The exam covers content that is taught in the TestOut Security Pro course. Students should have completed this course (or its equivalent) before attempting this exam.

Associated Classes

CMP229 Spring 2014 LS70-640	Actions ▾
SEC1234-Fall 2013	Actions ▾

TestOut PC Pro Certification

The TestOut PC Pro Certification is a performance-based assessment for PC hardware, software, and Windows operating system management. The exam covers content that is taught in the TestOut for A+ Practical Application courses. Students should have completed these two courses (or their equivalents) before attempting this exam.

Associated Classes

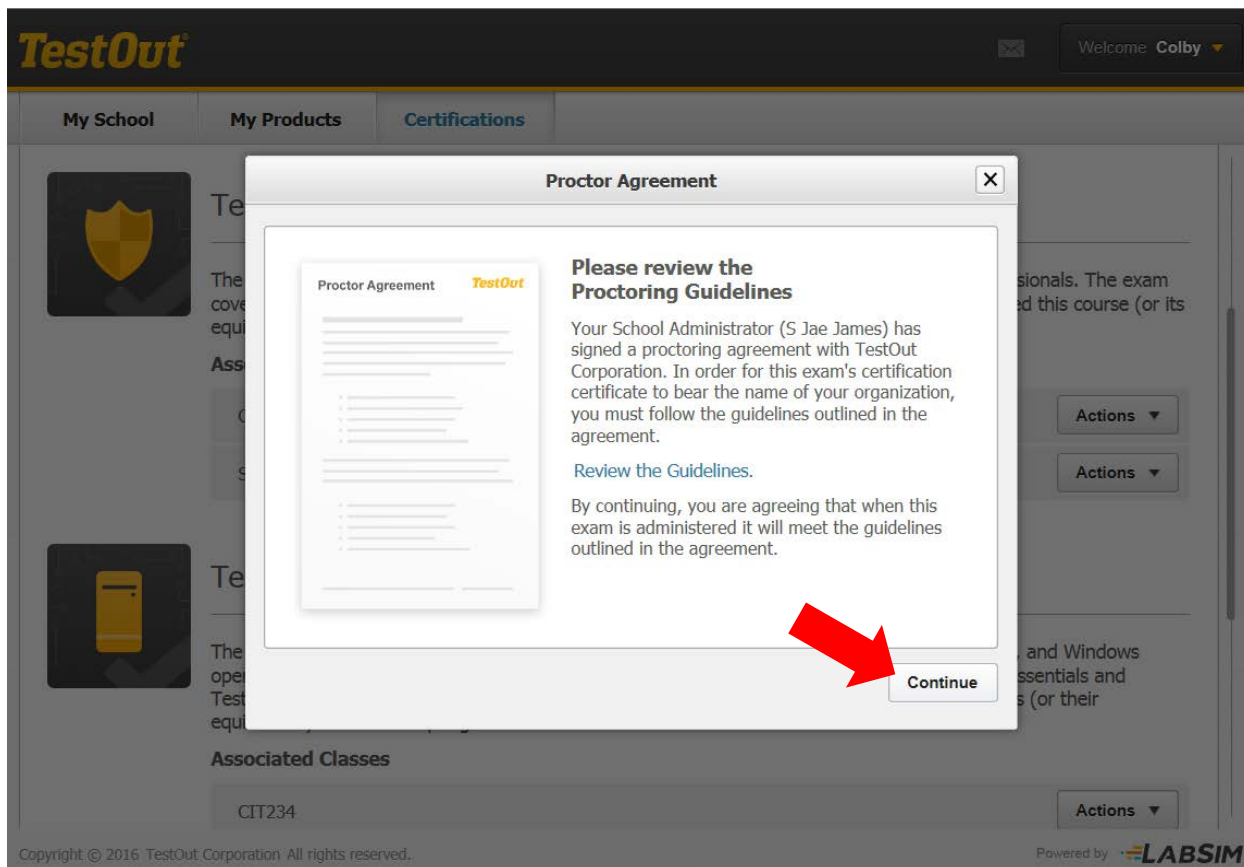
CIT234	Actions ▾
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Actions

- Schedule Exam
- View Report
- Download Certificates

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As noted please review the proctoring guidelines. Once you press “Continue” you agree to administer the exam as outlined.



Click the “Name” box to select all the students in the class. Then press the “Schedule” link.

TestOut

Welcome Colby

My School

Schedule Exam Time

CIT234
TestOut PC Pro Certification

Unscheduled | Scheduled | Finished

[Schedule](#) Filter:

<input checked="" type="checkbox"/> Name	Attempts	Start Date	End Date
<input checked="" type="checkbox"/> Adams, John (jadams@gmail....)	0		
<input checked="" type="checkbox"/> Barkley, Woody (WoodyJB)	0		
<input checked="" type="checkbox"/> Dalton, Don (ddalton77@gma...	0		
<input checked="" type="checkbox"/> James, Jory (JoryJames)	0		
<input checked="" type="checkbox"/> Post, Wilbur (Wilbur)	0		
<input checked="" type="checkbox"/> Stevens, Sienna (SJStudent)	0		
<input checked="" type="checkbox"/> Ziffel, Arnold (ArnoldZiffel)	0		

Done Cancel

CIT234

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Use the calendar and clock provided to select the available time students can take the exam. Please note that regardless of when the student begins during the available time you allow, the student will have the full time to complete the test as outlined. (If you have a student that requires additional time on timed exams, please contact a TestOut representative.)

Click the box to “Require a password to access the exam”. **It is important to use the password feature otherwise students could take the test from any location.**

Enter a “Shared Password” or you can opt to “Generate a unique password for each student”. Students will not be able to access the exam until the password is entered. (The password field is case sensitive.)

Press “Done”.

TestOut

Welcome Colby

My School

Schedule Exam Time

Set Available Date Range

Start: 6/14/2016 10:00 AM

End: 6/14/2016 10:30 AM

*This exam has a time limit of 120 minutes.

*This exam is delivered in your local time zone.

☒ Require a password to access the exam

☒ Shared Password: Let's take a test

☐ Generate a unique password for each student

Done Cancel

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Press the “Scheduled” tab to confirm the schedule is correct and press “Done”.

TestOut Welcome Colby

My School My Products Certifications

Schedule Exam Time

CIT234 TestOut Certification

Unscheduled **Scheduled** Finished

Schedule | Clear Schedule Filter:


<input type="checkbox"/> Name	Attempts	Start Date	End Date
<input type="checkbox"/> Adams, John (jadams@gmail....	1	6/14/2016 10:00 AM	6/14/2016 10:30 AM
<input type="checkbox"/> Barkley, Woody (WoodyJB)	1	6/14/2016 10:00 AM	6/14/2016 10:30 AM
<input type="checkbox"/> Dalton, Don (ddalton77@gma...	1	6/14/2016 10:00 AM	6/14/2016 10:30 AM
<input type="checkbox"/> James, Jory (JoryJames)	1	6/14/2016 10:00 AM	6/14/2016 10:30 AM
<input type="checkbox"/> Post, Wilbur (Wilbur)	1	6/14/2016 10:00 AM	6/14/2016 10:30 AM
<input type="checkbox"/> Stevens, Sienna (SJStudent)	1	6/14/2016 10:00 AM	6/14/2016 10:30 AM
<input type="checkbox"/> Ziffel, Arnold (ArnoldZiffel)	1	6/14/2016 10:00 AM	6/14/2016 10:30 AM

Done Cancel


CIT234

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The date of the exam will now appear next to the respective class.


Welcome **Colby**

My School
My Products
Certifications




TestOut Security Pro Certification

The TestOut Security Pro Certification is a performance-based assessment for IT security professionals. The exam covers content that is taught in the TestOut Security Pro course. Students should have completed this course (or its equivalent) before attempting this exam.

Associated Classes

CMP229 Spring 2014 LS70-640	Actions ▾
SEC1234-Fall 2013	Actions ▾




TestOut PC Pro Certification

The TestOut PC Pro Certification is a performance-based assessment for PC hardware, software, and Windows operating system management. The exam covers content that is taught in the TestOut for A+ Essentials and TestOut for A+ Practical Application courses. Students should have completed these two courses (or their equivalents) before attempting this exam.

Associated Classes

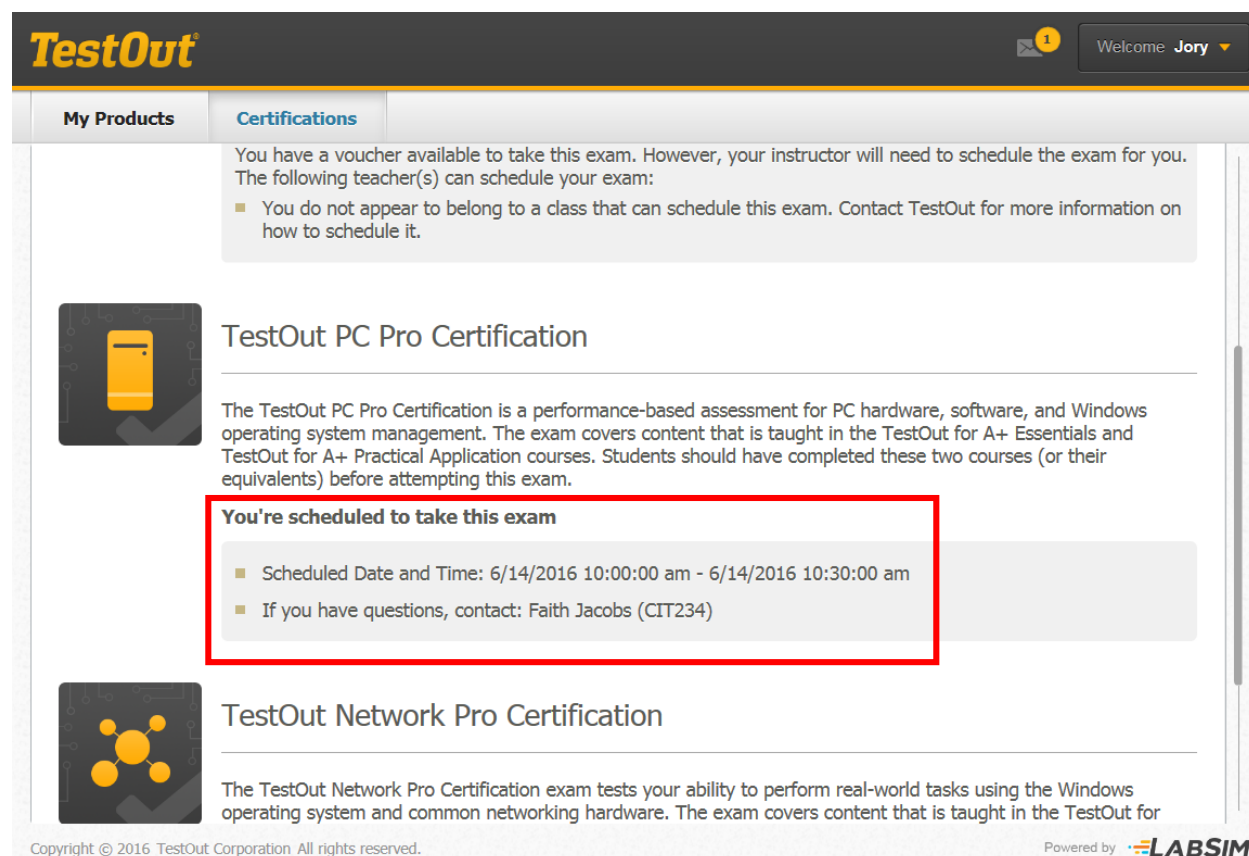
CIT234 Jun 14, 2016	Actions ▾
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STUDENT'S VIEW

After you have scheduled the exam, the test will appear under the student's "Certifications" tab.

The date and time of the exam will be listed and of course the student will not be able to take the test until that designated time.



TestOut Welcome **Jory**

My Products **Certifications**

You have a voucher available to take this exam. However, your instructor will need to schedule the exam for you. The following teacher(s) can schedule your exam:

- You do not appear to belong to a class that can schedule this exam. Contact TestOut for more information on how to schedule it.

TestOut PC Pro Certification

The TestOut PC Pro Certification is a performance-based assessment for PC hardware, software, and Windows operating system management. The exam covers content that is taught in the TestOut for A+ Essentials and TestOut for A+ Practical Application courses. Students should have completed these two courses (or their equivalents) before attempting this exam.

You're scheduled to take this exam

- Scheduled Date and Time: 6/14/2016 10:00:00 am - 6/14/2016 10:30:00 am
- If you have questions, contact: Faith Jacobs (CIT234)

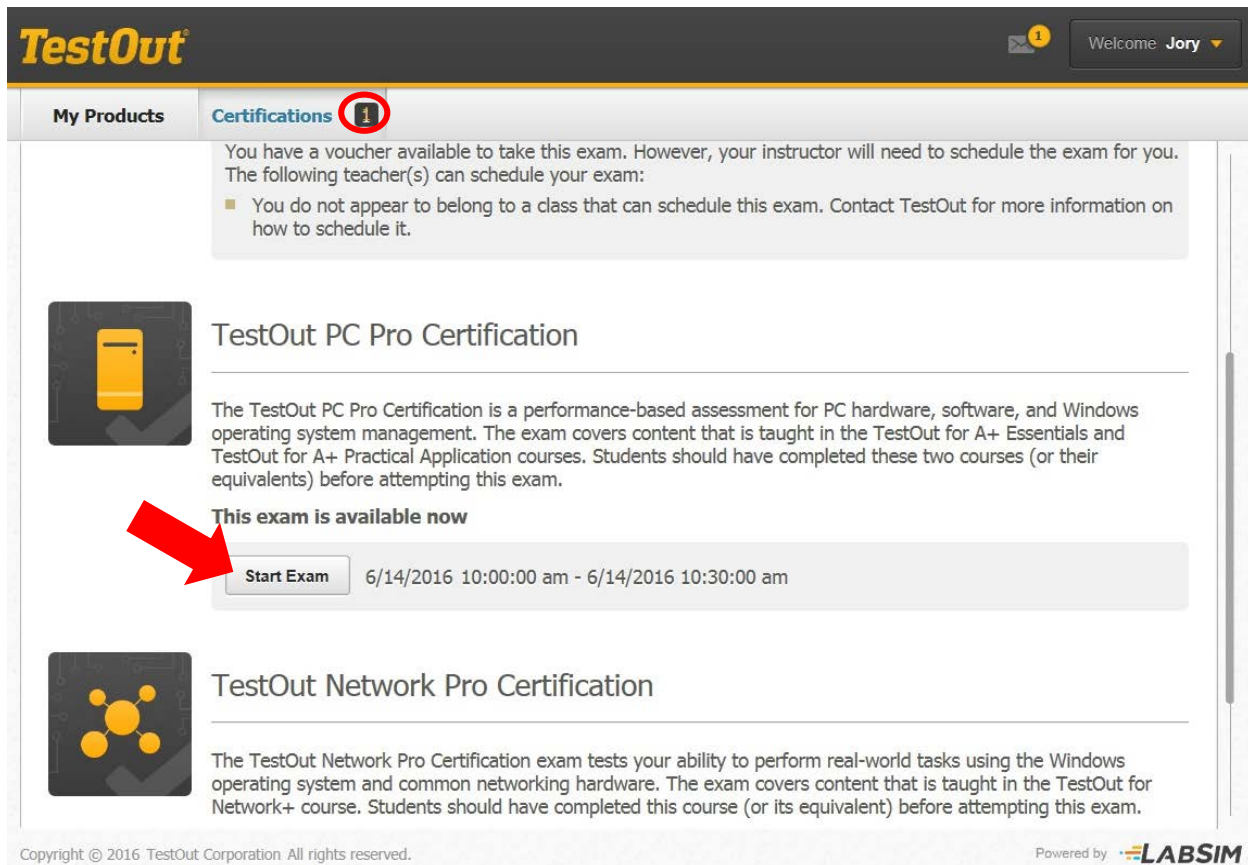
TestOut Network Pro Certification

The TestOut Network Pro Certification exam tests your ability to perform real-world tasks using the Windows operating system and common networking hardware. The exam covers content that is taught in the TestOut for

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When the date and time arrive the student will see a number on their “Certifications” tab.

Within the “Certifications” tab the student will click “Start Exam”.



The screenshot shows the TestOut web application interface. At the top, the TestOut logo is on the left, and a user profile for "Jory" is on the right. Below the header, there are two tabs: "My Products" and "Certifications". The "Certifications" tab is selected and highlighted with a red circle containing the number "1".

Below the tabs, a message states: "You have a voucher available to take this exam. However, your instructor will need to schedule the exam for you. The following teacher(s) can schedule your exam:" followed by a bullet point: "You do not appear to belong to a class that can schedule this exam. Contact TestOut for more information on how to schedule it."

Below this message, there are two exam listings:

- TestOut PC Pro Certification**: The description states it is a performance-based assessment for PC hardware, software, and Windows operating system management. A red arrow points to the "Start Exam" button for this exam, which is scheduled for 6/14/2016 10:00:00 am - 6/14/2016 10:30:00 am.
- TestOut Network Pro Certification**: The description states it tests the ability to perform real-world tasks using the Windows operating system and common networking hardware.

At the bottom of the page, the copyright notice reads: "Copyright © 2016 TestOut Corporation All rights reserved." and the logo for "LABSIM" is on the right.

The student or proctor needs to enter the password. (As the proctor you can look up the assigned password the day of the test. See the section on “Password Protection” for further details.)

The student will click “Start”.

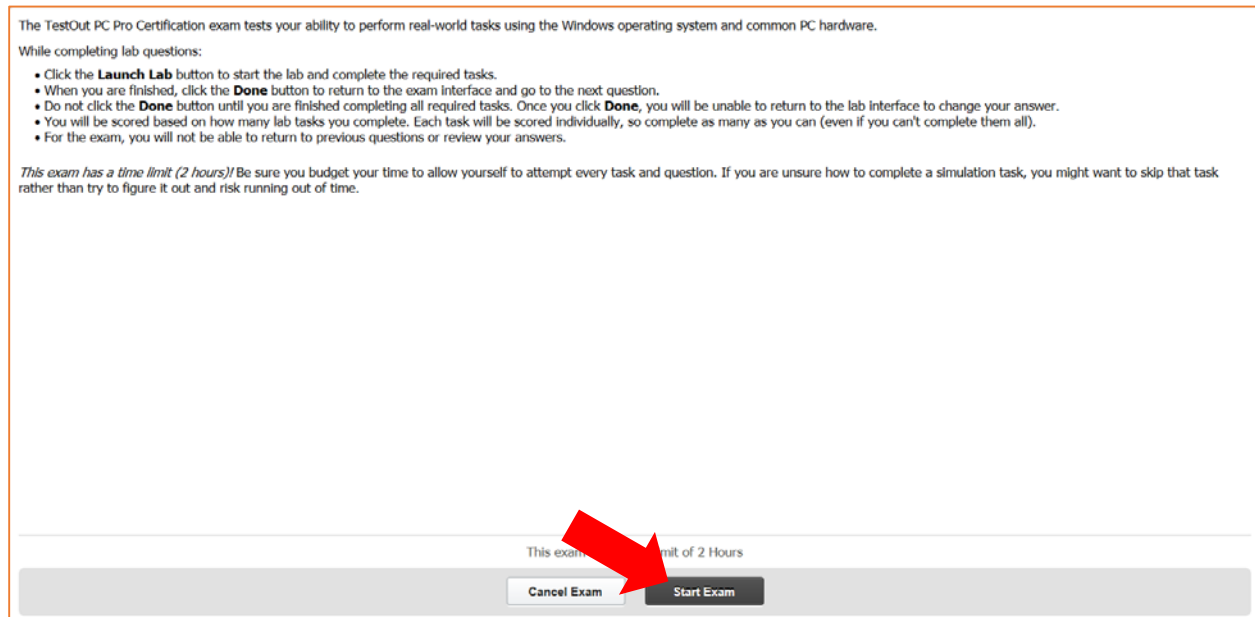
The screenshot shows the TestOut web application interface. At the top, the 'TestOut' logo is on the left, and a user greeting 'Welcome Jory' with a dropdown arrow is on the right. Below the header, there are two tabs: 'My Products' and 'Certifications' (which is active and has a '1' badge). A message box states: 'You have a voucher available to take this exam. However, your instructor will need to schedule the exam for you. The following teacher(s) can schedule your exam: You do not appear to belong to a class that can schedule this exam. Contact TestOut for more information on how to schedule it.'

Below the message, there are two certification cards. The first card is for 'TestOut PC Pro Certification'. It includes an icon of a smartphone, a description of the exam, and the text 'This exam is available now'. At the bottom of this card, there is a password field with the text 'This exam requires a password:' followed by a series of dots. A red rectangular box highlights the password field, and a red arrow points from the right towards the 'Start' button. The second card is for 'TestOut Network Pro Certification', which also includes an icon, a description, and the text 'This exam is available now'.

At the bottom of the page, there is a copyright notice: 'Copyright © 2016 TestOut Corporation All rights reserved.' and a logo for 'LABSIM' with the text 'Powered by'.

Before launching the test the students need to carefully read the instructions, since the Pro Certification exam labs function differently than the labs within the product.

After the student has read the instructions, the student will click “Start Exam”.



PASSWORD PROTECTION

As stated earlier using a password ensures that the students are only able to access the exam in the designated testing facility.

You can look up the password the day of the exam. Some facilitators even prefer to input the password for each student for ultimate security.

Click “Actions” across from the exam and select “View Report”.

The screenshot shows the TestOut web application interface. At the top, there is a navigation bar with the TestOut logo, a user profile icon, and a welcome message "Welcome Colby". Below the navigation bar, there are tabs for "My School", "My Products", and "Certifications". The "Certifications" tab is selected, displaying a list of certifications. The first certification is "TestOut Security Pro Certification", which includes a description and a table of associated classes. The second certification is "TestOut PC Pro Certification", which also includes a description and a table of associated classes. The third certification is "TestOut Network Pro Certification". A red box highlights the "CIT234 Jun 14, 2016" entry in the "TestOut PC Pro Certification" table. A red arrow points to a dropdown menu that is open, showing options: "Schedule Exam", "View Report", and "Download Certificates".

TestOut

Welcome Colby

My School My Products **Certifications**

The TestOut Security Pro Certification is a performance-based assessment for IT security professionals. The exam covers content that is taught in the TestOut Security Pro course. Students should have completed this course (or its equivalent) before attempting this exam.

Associated Classes

CMP229 Spring 2014 LS70-640	Actions
SEC1234-Fall 2013	Actions

TestOut PC Pro Certification

The TestOut PC Pro Certification is a performance-based assessment for PC hardware, software, and Windows operating system management. The exam covers content that is taught in the TestOut for A+ Essentials and TestOut for A+ Practical Application courses. Students should have completed these two courses (or their equivalents) before attempting this exam.

Associated Classes

CIT234 Jun 14, 2016	Actions
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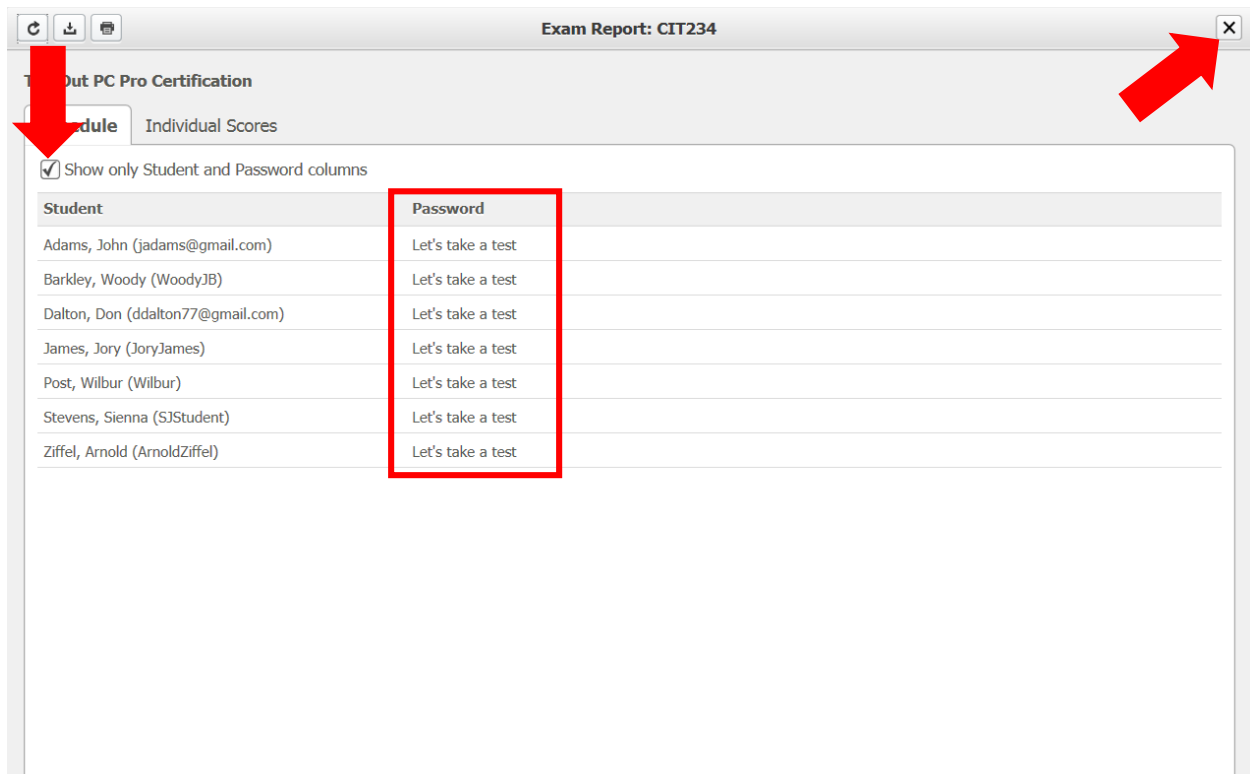
TestOut Network Pro Certification

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Schedule Exam
View Report
Download Certificates

Click the box “Show only Student and Password columns”. The respective password will be displayed. Remember whether you provide that to the student or type it in yourself the password field is case sensitive.

Click the “x” to close the report window.



REPORTS

After the exam time is concluded you are welcome to view students' results as well as print out certification certificates for those who have passed the test.

Within the "Certifications" tab click the "Teacher" button and select the instructor whose class you would like to look up report data for.

TestOut

My School My Products **Certifications**

TestOut Proctoring Agreement

Current Status: ✔ Active Name on Agreement: **S Jae James**
 Date of Agreement: **April 11, 2016** Name of School: **123 College**

TestOut Certification Exams

Available Exams

There are no certifications to view at this time.

My certifications

- Arnold, Wes (123warnold)
- Barnett, Aubrey (aubreybarnett)
- Blair, Sean (sblair)
- Clark, Ken (KennyC5)
- Coolidge, Jay (JCCoolidge)
- Davidson, Cameron (CamD)
- Davis, Rod (roddavis)
- Eller, Steve (123seller1)
- George, Stevie (Stevie)
- Hayward, Casey (chayward123)
- Jacobs, Faith (FaithJacobs)**
- James, Matthew (MatthewJames2)
- James, S Jae (Sjae)
- Mahoney, Kent (mahoney123)

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LABSIM

Click “Actions” across from the exam and select “View Report”.

TestOut Welcome **Colby**

My School **My Products** **Certifications**

The TestOut Security Pro Certification is a performance-based assessment for IT security professionals. The exam covers content that is taught in the TestOut Security Pro course. Students should have completed this course (or its equivalent) before attempting this exam.

Associated Classes

CMP229 Spring 2014 LS70-640	Actions
SEC1234-Fall 2013	Actions

TestOut PC Pro Certification

The TestOut PC Pro Certification is a performance-based assessment for PC hardware, software, and Windows operating system management. The exam covers content that is taught in the TestOut for A+ Essentials and TestOut for A+ Practical Application courses. Students should have completed these two courses (or their equivalents) before attempting this exam.

Associated Classes

CIT234 Multiple schedules	Actions
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TestOut Network Pro Certification

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There are four tabs of data, the “Schedule” tab shows if the student passed or failed the exam.

Exam Report: TestOut PC Pro Class

X

TestOut PC Pro Certification

Schedule

Individual Scores

Statistics

Objectives

☐ Show only Student and Password columns

Student	Status	Date Completed	Scheduled Start	Scheduled End	Password
Brady, Makayla (MakaylaBrady)	Pass	8/30/2015 9:05 AM	8/29/2015 4:15 PM	9/4/2015 5:00 PM	Let's take a test
Carson, Jory (JoryCarson)	Pass	10/30/2015 4:24 PM	10/30/2015 3:00 PM	11/16/2015 4:00 PM	Let's take a test
Daniels, Desiree (DesireeD)	Pass	8/30/2015 9:32 AM	8/29/2015 4:15 PM	9/4/2015 5:00 PM	Let's take a test
Jackson, Jack (CaptainJack)	Pass	8/30/2015 9:49 AM	8/29/2015 4:15 PM	9/4/2015 5:00 PM	Let's take a test
Jantz, Tara (TJantz)	Pass	8/30/2015 10:00 AM	8/29/2015 4:15 PM	9/4/2015 5:00 PM	Let's take a test
Porter, Raymond (RaymondPorter)	Fail	8/30/2015 10:05 AM	8/29/2015 4:15 PM	9/4/2015 5:00 PM	Let's take a test
Stevenson, Luke (LukeSteve)	Pass	8/30/2015 10:15 AM	8/29/2015 4:15 PM	9/4/2015 5:00 PM	Let's take a test

In the “Individual Scores” tab you can click “Details” to view objective data for each student.

Exam Report: TestOut PC Pro Class

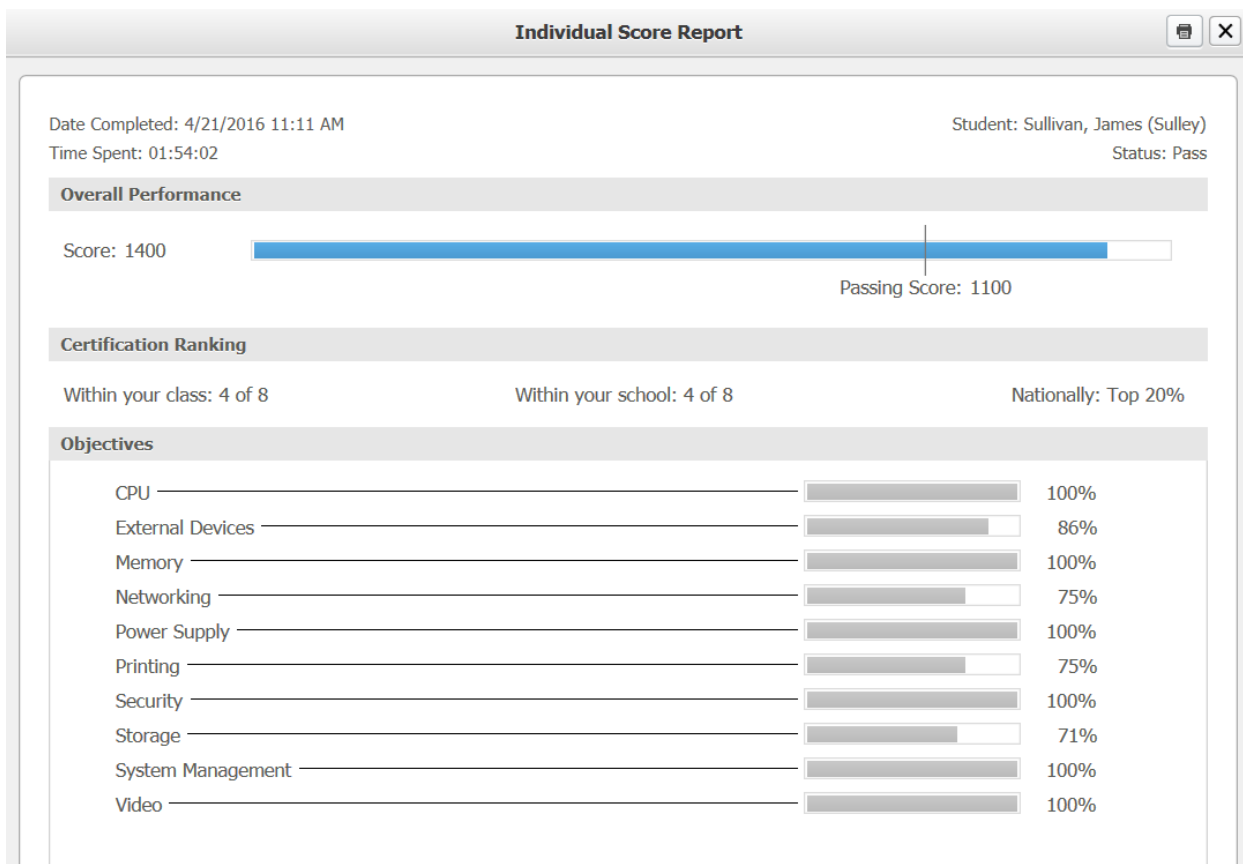
TestOut PC Pro Certification

Schedule **Individual Scores** Statistics Objectives

TestOut PC Pro Class

Student	Score	Pass/Fail	Time Spent	Attempts	
Brady, Makayla (MakaylaBrady)	1400	Pass	0:29:15	1	Details
Carson, Jory (JoryCarson)	1500	Pass	0:36:01	1	Details
Daniels, Desiree (DesireeD)	1500	Pass	0:23:37	1	Details
Jackson, Jack (CaptainJack)	1400	Pass	0:15:24	1	Details
Jantz, Tara (TJantz)	1300	Pass	0:09:47	1	Details
Porter, Raymond (RaymondPorter)	800	Fail	0:04:29	1	Details
Stevenson, Luke (LukeSteve)	1500	Pass	0:07:21	1	Details
Sullivan, James (Sulley)	1400	Pass	1:54:02	1	Details

This individual report helps you identify strengths and weaknesses for each objective topic for that respective student.



Within the “Statistics” tab you can first opt to change the time period for each set of stats. Statistical data is provided as outlined.

Exam Report: TestOut PC Pro Class

TestOut PC Pro Certification

Schedule Individual Scores **Statistics** Objectives

My Class Stats Show results from **Last 12 months**

	Mean	Pass Rate	Completion Time
TestOut PC Pro Class	1400.00	100.00%	1:54

My School Stats Show results from **Last 12 months**

	Mean	Pass Rate	Completion Time
TestOut Institute of Learning - Alpine	1400.00	100.00%	1:54

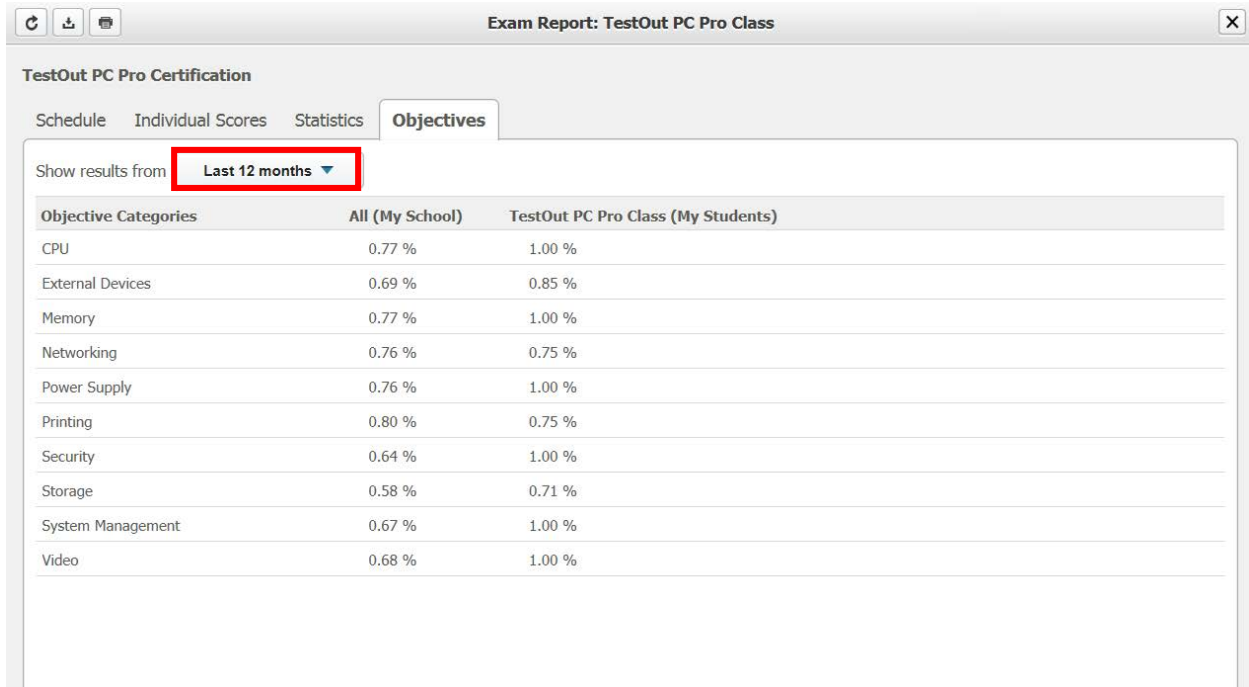
My State Stats Show results from **Last 12 months**

	Mean	Pass Rate	Completion Time
Colleges (UT)	1289.89	87.64%	0:58
High Schools (UT)	1191.82	75.47%	1:00

National Stats Show results from **Last 12 months**

	Mean	Pass Rate	Completion Time
National (USA)	1152.78	71.22%	1:03
Colleges (USA)	1178.01	74.64%	1:05
High Schools (USA)	1108.83	65.19%	0:59

Within the “Objectives” tab you can first opt to change the time period for the results. This allows you to view how the class ranked per objective category.



The screenshot shows the 'Exam Report: TestOut PC Pro Class' window. The 'Objectives' tab is selected, and the 'Show results from' dropdown is set to 'Last 12 months'. The table below displays performance percentages for various objective categories.

Objective Categories	All (My School)	TestOut PC Pro Class (My Students)
CPU	0.77 %	1.00 %
External Devices	0.69 %	0.85 %
Memory	0.77 %	1.00 %
Networking	0.76 %	0.75 %
Power Supply	0.76 %	1.00 %
Printing	0.80 %	0.75 %
Security	0.64 %	1.00 %
Storage	0.58 %	0.71 %
System Management	0.67 %	1.00 %
Video	0.68 %	1.00 %

CERTIFICATION CERTIFICATES

Students who have passed a Pro Certification exam may be awarded a certificate.

Within the “Certifications” tab click the “Teacher” button and select the instructor whose class you would like to print certification certificates for.

TestOut

My School My Products **Certifications**

TestOut Proctoring Agreement

Current Status: ✔ **Active** Name on Agreement: **S Jae James**
 Date of Agreement: **April 11, 2016** Name of School: **123 College**

TestOut Certification Exams

Available Exams

There are no certifications to print at this time.

My certifications

- Arnold, Wes (123warnold)
- Barnett, Aubrey (aubreybarnett)
- Blair, Sean (sblair)
- Clark, Ken (KennyC5)
- Coolidge, Jay (JCCoolidge)
- Davidson, Cameron (CamD)
- Davis, Rod (roddavis)
- Eller, Steve (123seller1)
- George, Stevie (Stevie)
- Hayward, Casey (chayward123)
- Jacobs, Faith (FaithJacobs)**
- James, Matthew (MatthewJames2)
- James, S Jae (Sjae)
- Mahoney, Kent (mahoney123)

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LABSIM

Click “Actions” across from the exam and select “Download Certificates”.

TestOut

Welcome **Colby**

My School **My Products** **Certifications**

The TestOut Security Pro Certification is a performance-based assessment for IT security professionals. The exam covers content that is taught in the TestOut Security Pro course. Students should have completed this course (or its equivalent) before attempting this exam.

Associated Classes

CMP229 Spring 2014 LS70-640	Actions
SEC1234-Fall 2013	Actions

TestOut PC Pro Certification

The TestOut PC Pro Certification is a performance-based assessment for PC hardware, software, and Windows operating system management. The exam covers content that is taught in the TestOut for A+ Essentials and TestOut for A+ Practical Application courses. Students should have completed these two courses (or their equivalents) before attempting this exam.

Associated Classes

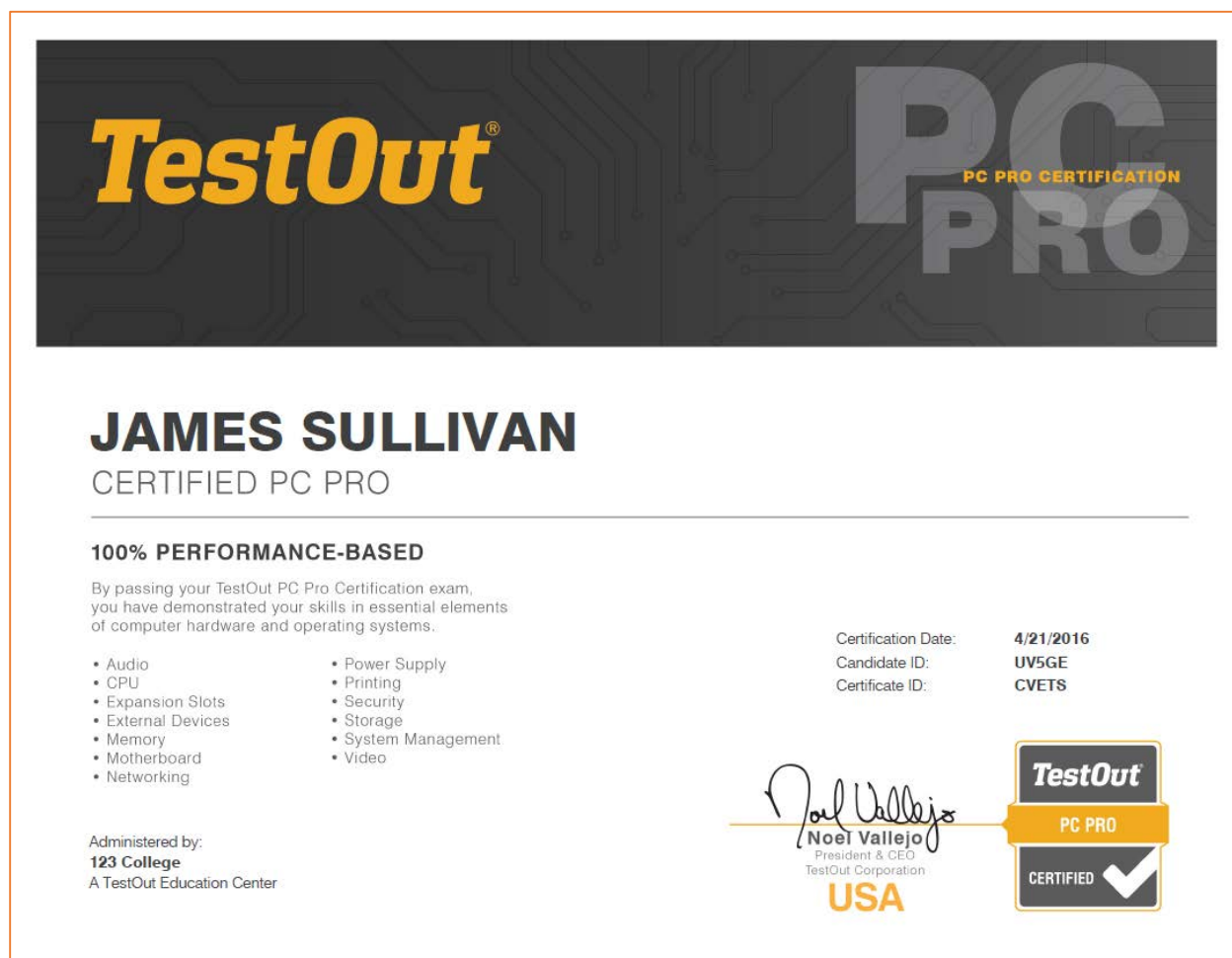
CIT234 Multiple schedules

TestOut Network Pro Certification

Schedule Exam
View Report
Download Certificates

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A new tab will open with the certificates for each student who passed the exam. A pop-up blocker could prevent the certificates from appearing. Be sure to allow pop-ups from www.testout.com or turn the pop-up blocker off.



Mouse over the bottom of the document to access the floating toolbar. (Depending on which browser you are using, the toolbar may appear slightly different from the example below.) This toolbar will allow you to save and print the certificates.



The students also have the ability to print certificates.

Be sure to congratulate the students!

This documentation is designed to assist you with administering a Pro Certification exam. However, you are welcome to contact a TestOut representative should you have any additional questions or need assistance.

1-800-877-4889

THANK YOU!