

Computer Based Testing: Tutorial Screenshots

December 2016



ASNT... Creating a Safer World!™

Introduction

ASNT partnered with Pearson VUE to move from paper and pencil testing to computer based testing (CBT). The two primary reasons were to improve and maintain security and integrity of the certification programs and provide better accessibility for exam takers.

The following pages provide screenshots of the tutorial provided before every exam. ASNT did a survey and found that 80% of the respondents found the tutorial very helpful.

Given the respondents high regard to the helpfulness of the pre-exam tutorial, ASNT created this document to provide its exam takers a preview of the tutorial to help prepare them for the computer based testing exam.



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Welcome Screen

MT Method LIII - Candidate Name

⌚ Time Remaining 09:52
☰ 1 of 15

Tutorial

You will have 10 minutes to complete this brief tutorial before beginning the exam. At any point in the tutorial, you can see how much time you have remaining in the upper right corner of the screen.

Select the Next button to continue.

Exam Information ⓘ

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Beginning an Exam

MT Method LIII - Candidate Name

🕒 Time Remaining 09:25

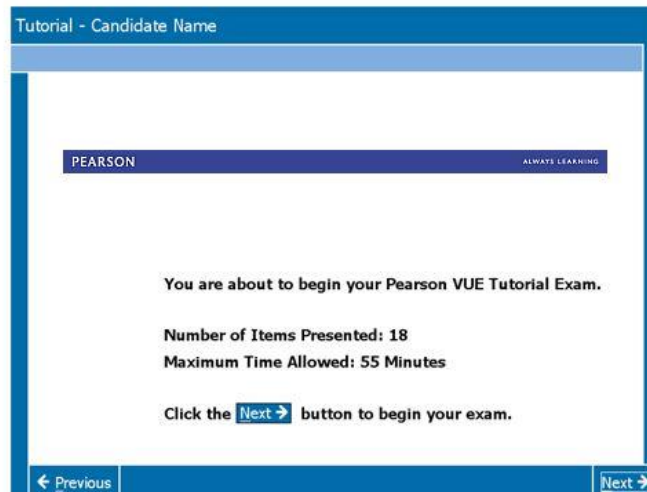
☰ 2 of 15

Beginning an Exam

The number of display screens and the type of information presented may vary by exam, so be sure to read all of the information carefully and proceed as instructed. Some exams allow you to back up and view a screen you've already seen. Click the **Previous** button to move back one screen.

Certain parts of the exam may be timed. You will be told when you are beginning a timed section, so read the directions carefully.

Before you begin an exam, you may be asked to confirm that you are ready to begin. Clicking the **No** button will return you to the previous screen. Clicking the **Yes** button will begin the exam.



Select the **Next** button to continue.

Exam Information 📄

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Using the Scrollbar

MT Method LIII - Candidate Name

Time Remaining 09:04

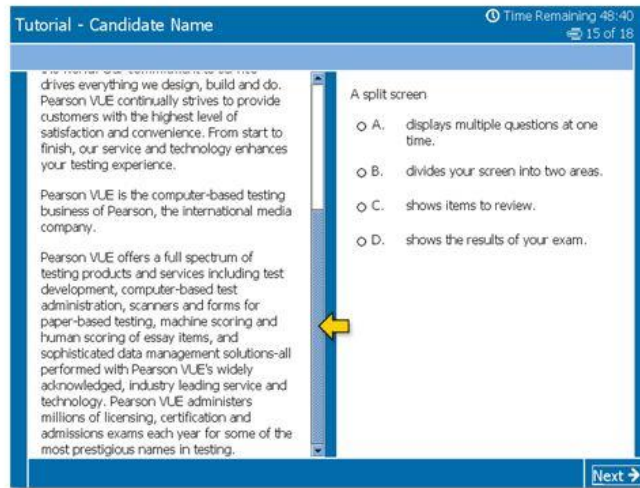
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Using the Scrollbar

Some exam items may not fit on the screen. For these items, a scroll bar will appear along the portion of the screen that can be scrolled. To reveal the rest of the item, either use the mouse to click and drag the scroll bars, or click on the arrows on either end of the scroll bar.

For some exams, if you attempt to complete an item without scrolling to the bottom of the screen, a user prompt may appear to remind you to scroll down before completing the item.

To close the user prompt, click **OK** and then scroll down the page to reveal the remainder of the item. Be sure to read all the information carefully and then proceed to the next item.



Select the **Next** button to continue.

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Time Remaining

MT Method LIII - Candidate Name

⌚ Time Remaining 08:38

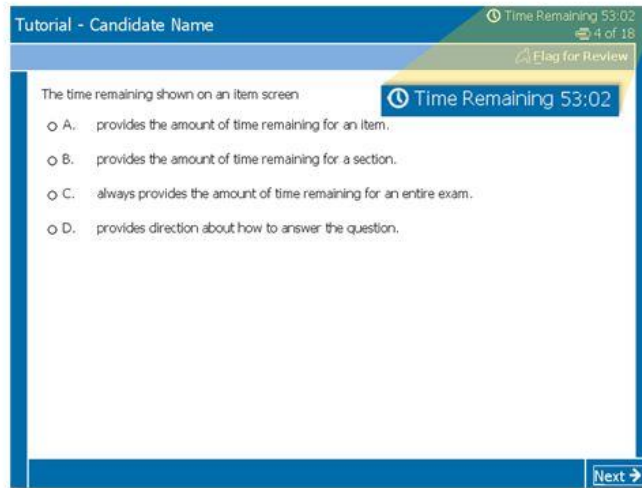
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Time Remaining

At any point in a timed section, you can see how much time you have remaining for that section in the upper right corner of the screen. If you don't want to view the time remaining during an exam, click on the clock icon to hide the time remaining.

A message will appear at designated times during a timed section to remind you of the time remaining for that section. When there is less than five minutes remaining for an exam section, the time remaining will be displayed in yellow as a warning that time is about to expire.

When time expires, a warning message appears. Click OK to close the warning message. The current section will end and the next section of the exam will be displayed automatically.



Select the **N**ext button to continue.

Exam Information 📄

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Item Screens

MT Method LIII - Candidate Name

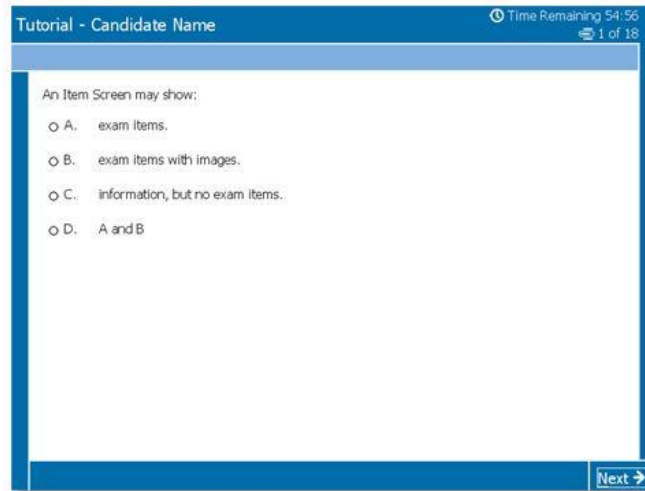
⌚ Time Remaining 08:12

📄 5 of 15

Item Screens

Once you begin an exam, "Item Screens" containing items you must answer will be displayed. The name of the exam as well as your name will be displayed in the top left corner of the exam.

On every screen of your exam, read all of the information carefully and proceed as instructed.



Select the **Next** button to continue.

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Navigation

MT Method LIII - Candidate Name

Time Remaining 07:41

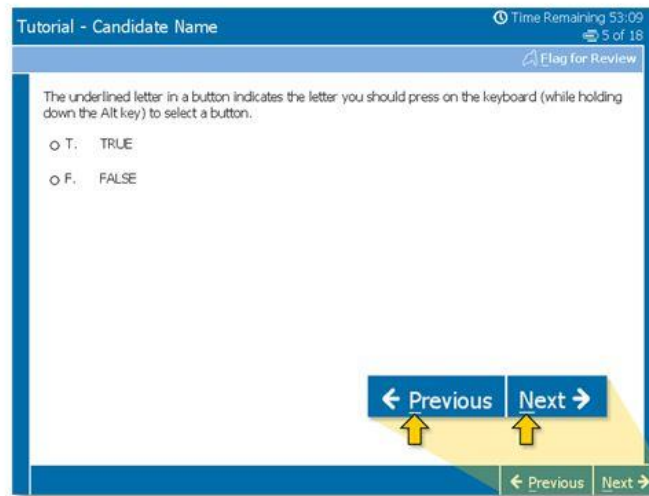
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Navigation

Notice the **P**revious and **N**ext buttons on the bottom edge of this screen. These buttons will be available on most screens throughout your exam. The **N**ext button moves you from this screen to the next screen. Some exams allow you to back up and view a screen you've already seen. Click the **P**revious button to move back one screen.

Buttons can be selected by using either the mouse or a combination of keys on your keyboard. For example, to select the **N**ext button, you can press the **N** key on your keypad while holding down the **Alt** key.

Note: The letter underlined on a button indicates the letter you will press (while holding down the Alt key) to select that button.



Select the **N**ext button to continue.

Exam Information

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Flag for Review

MT Method LIII - Candidate Name Time Remaining 07:08
7 of 15

Flag for Review

Some exams may allow you to flag items that you want to return to later. To flag an item, click the button in the upper right corner labeled "Flag for Review". If you flag an item for review, a flag will appear next to that item on the review screen.

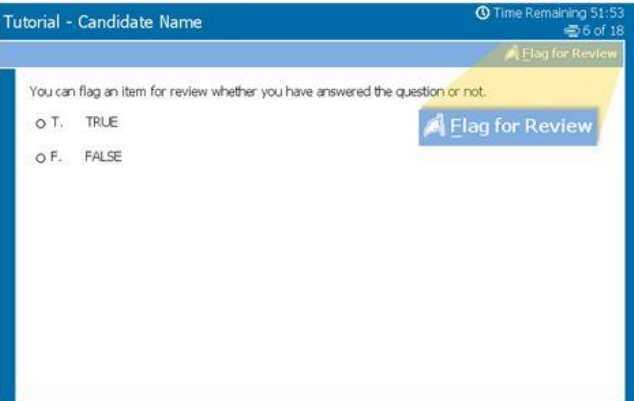
Review of items must be done during the testing time. You can select items for review whether you have answered them or not.

To flag an item for review:

- use the mouse to move the pointer to the **Flag for Review** button and then click the LEFT mouse button.
- or use your keyboard by holding down the **Alt** key and pressing the letter **F**.

A flag image will appear within the flag outline when the item has been flagged for review. If you wish to unflag the item, click on the Flag for Review button again and the flag image will disappear.

When you reach the last item in a section, press the **Next** button to move to the Review Screen.



The screenshot shows a window titled "Tutorial - Candidate Name" with a timer for 51:53 and question 6 of 18. The question text is "You can flag an item for review whether you have answered the question or not." with radio button options for TRUE and FALSE. A yellow callout box highlights the "Flag for Review" button in the top right corner of the question area.

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Multiple Choices

MT Method LIII - Candidate Name

Time Remaining 06:41

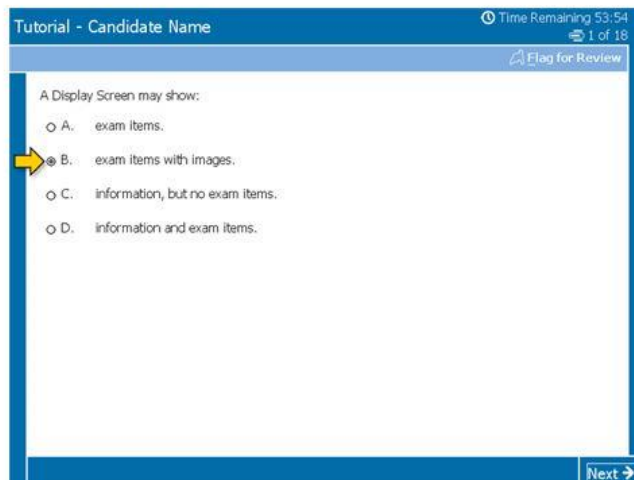
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Answering Multiple Choice Items

There are several ways to mark your answer to a multiple choice item. You may be able to select an answer by clicking on the circle to the left of the answer or by clicking on the answer itself.

Some exams may allow you to answer an item by selecting an answer's corresponding letter or number – this can be done with the mouse or by using keyboard.

Clicking on an answer you have already selected will remove the selection and leave it as unanswered.



The screenshot shows a testing interface with a blue header. The header contains the text "Tutorial - Candidate Name" on the left, "Time Remaining 53:54" and "1 of 18" on the right, and an "Etag for Review" button. Below the header, the question text reads "A Display Screen may show:". There are four radio button options: "A. exam items.", "B. exam items with images.", "C. information, but no exam items.", and "D. information and exam items.". A yellow arrow points to the radio button for option B. At the bottom right of the question area, there is a "Next" button with a right-pointing arrow.

Select the **Next** button to continue.

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Comments

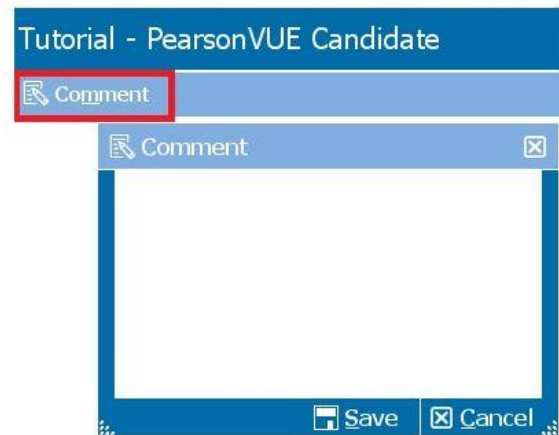
MT Method LIII - Candidate Name

Time Remaining 06:18

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Comment

You can make comments on each item. Click the "Comment" button which is located on the upper left corner of each item, or click "Alt-M" to open the comment window. The comment you make will be saved and sent to ASNT.



Select the **Next** button to continue.

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Progress Indicator

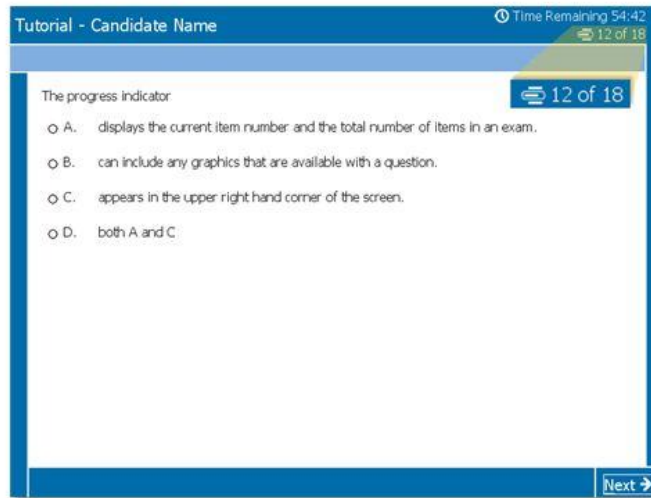
MT Method LIII - Candidate Name

Time Remaining 05:53

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Progress Indicator

As you navigate through an exam, you can pace yourself by referring to the progress indicator in the upper right corner of the screen. The progress indicator includes the current item number and may include the total number of items in the section. The progress indicator can be collapsed and expanded by clicking on the progress indicator icon.



Select the **Next** button to continue.

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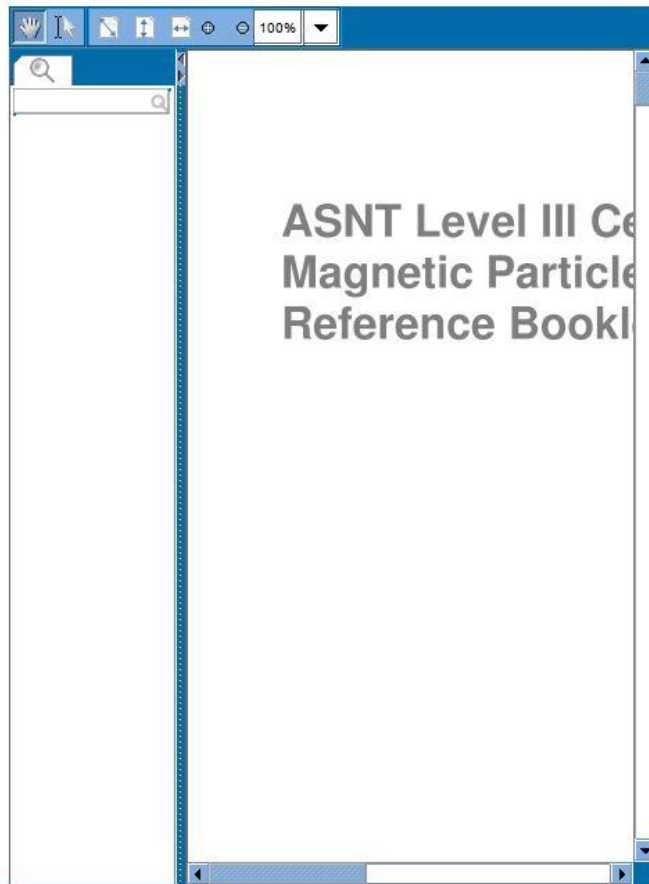
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Reference Material

MT Method LIII - Candidate Name

Time Remaining 05:21

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Material Booklet

The left side of the screen contains the reference material. Use the scroll bar, Page Up key, or Page Down key to view the reference material. Type a term and press Enter to search for terms in the reference material. You can practice searching terms at any time during this tutorial.

Hints:

1. Search words or parts of words.
2. Include apostrophes and hyphens.
3. Spell correctly. The search function will not find misspelled words.
4. Use the zoom tool in the reference toolbar to enlarge material.

Select the **N**ext button to continue.

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Dictionary

MT Method LIII - Candidate Name Time Remaining 04:58
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Dictionary

You will see **Dictionary** button on the bottom edge of item screen. This button will be available throughout your exam. The **Dictionary** button allows you to open the dictionary.

There are five languages available in the dictionary. They are Arabic, Korean, Mandarin, Spanish and British English. The translation provided represents the single most common usage of the word and we do not guarantee that each translation given will match the intended usage in context of the ASNT certification exam.

ASNT Exam - PearsonVUE Candidate Time Remaining 89:35
1 of 4
Flag for Review

What is your favorite color?

- A. Red
- B. Blue
- C. Yellow
- D. Green

Dictionary Next →

Select the **Next** button to continue.

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All ASNT exams are administered in written US English. There are five languages available in the online exam dictionary. They are Arabic, Korean, Mandarin, Spanish and British English. The translation provided represents the single most common usage of the word and we do not guarantee that each translation given will match the intended usage in context of the ASNT certification exam.



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Calculator

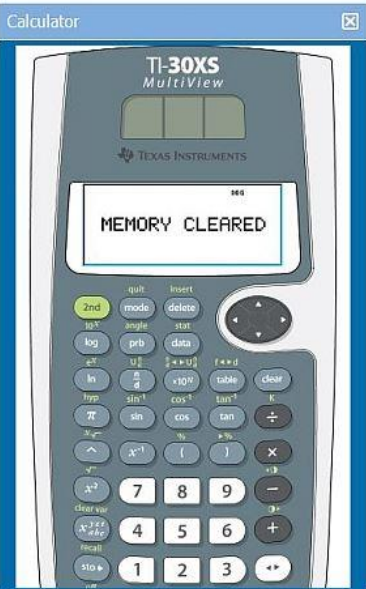
MT Method LIII - Candidate Name ⌚ Time Remaining 04:31
📄 13 of 15

Calculator

To accommodate any calculation components of the exam, an onscreen calculator is available to all candidates. It may be accessed through the calculator button on the bar above the test items as shown.

📄 Calculator

The calculator is a digital version of the TI-30XS as shown below:



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The calculator used for the examination (when required) is a Texas Instrument TI-30XS MultiView. Some candidates are familiar with this type and some are not. Compared to other calculators on the market (e.g. CASIO), the steps to complete a calculation is different. With this in mind ASNT has created material which includes links on how to use the calculator. [Link that here.](#)



Review Screen

MT Method LIII - Candidate Name
🕒 Time Remaining 04:00
☰ 14 of 15

Using the Review Screen

The exam allows you to review items at the end of the exam. The Item Review Screen is automatically displayed at the end of the exam.

Blue bars label the different areas of the review screen. The total number of items in the exam and the number of incomplete items will appear on the right of a bar. Click on the plus sign to the left of the bar to reveal a list of items in the exam.

If you check the **Flag for Review** button on an Item Screen, a flag appears beside that item on the Item Review Screen. In this example, Item 6 and 10 were flagged for review. Unanswered items are displayed as "Incomplete."

From the Item Review Screen you can review items in a number of ways. The following buttons are available on the Item Review screen:

Review All - Click to review all the items and answers in the exam.
Review Incomplete - Review only the items that were left incomplete.
Review Flagged - Review the items that are flagged for review.

You can select or deselect additional items to be flagged by clicking on the flag outline to the left of the item number.

The **Review Screen** button will appear on each screen of the exam in review mode. When this button is provided you can access the Review Screen at any time during the exam.

Tutorial - Candidate Name
🕒 Time Remaining 51:52

Section Review

☰ Instructions

Below is a summary of your answers. You can review your questions in three (3) different ways.

The buttons in the lower right-hand corner correspond to these choices:

1. Review all of your questions and answers.
2. Review questions that are incomplete.
3. Review questions that are flagged for review. (Click the "flag" icon to change the flag for review status.)

☰ Content Sections Section (18 Questions, 2 Incomplete)

Exam Information ☰

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Review Screen Continued

MT Method LIII - Candidate Name

Time Remaining 03:34

14 of 15

Review Incomplete - Review only the items that were left incomplete.

Review Flagged - Review the items that are flagged for review.

You can select or deselect additional items to be flagged by clicking on the flag outline to the left of the item number.

The **Review Screen** button will appear on each screen of the exam in review mode. When this button is provided you can access the Review Screen at any time during the exam.

Tutorial - Candidate Name Time Remaining 51:52

Section Review

Instructions
Below is a summary of your answers. You can review your questions in three (3) different ways.
The buttons in the lower right-hand corner correspond to these choices:
1. Review all of your questions and answers.
2. Review questions that are incomplete.
3. Review questions that are flagged for review. (Click the "flag" icon to change the flag for review status.)

Content Sections Section (18 Questions, 2 Incomplete)

Question 1	Incomplete	Question 7	Question 13
Question 2		Question 8	Question 14
Question 3		Question 9	Question 15
Question 4		Question 10	Question 16
Question 5		Question 11	Question 17
Question 6	Incomplete	Question 12	Question 18

End Review Review All Review Incomplete Review Flagged

Select the **Next** button to continue.

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Ending the Exam

MT Method LIII - Candidate Name

Time Remaining 03:10
15 of 15

Ending the Exam

When all sections of an exam have been completed, click the "**End Exam**" button to end the exam. Upon completion, some exams may generate a printed exam summary or report. If so, the Test Center Administrator will give them to you.



This concludes the tutorial. Select the **Next** button to continue into the exam.

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