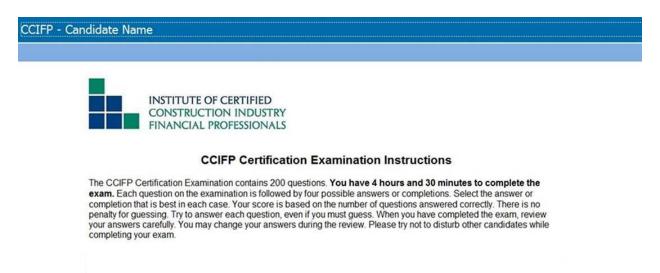
ICCIFP COMPUTER-BASED TESTING GUIDE

The following document has been prepared to help familiarize candidates with the screens encountered while taking the computer-based CCIFP examination. The screens and process have been designed by Pearson and should have an intuitive feel. We understand taking an examination is stressful and want to help candidates focus on the exam itself – not the process. We have created a short guide to give candidates an understanding of exam navigation, how to flag items for review, etc.

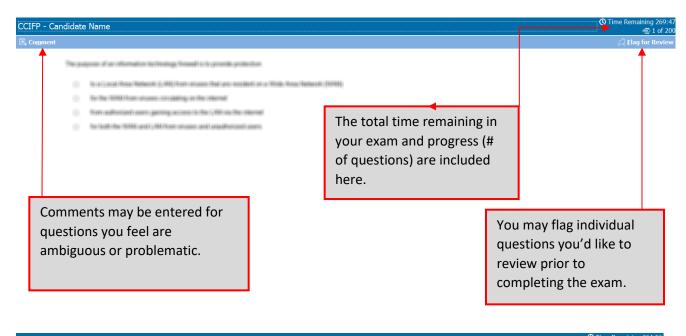
Examination Instructions

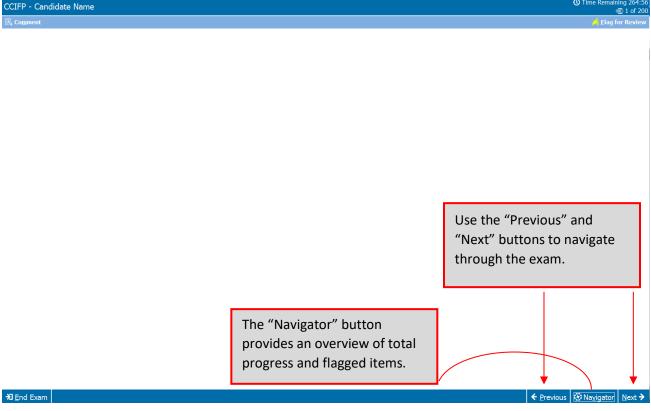
Although candidates will receive the same instructions at the testing site, the information has been provided here for review in advance.



Test Screens – Overview

This picture shows the navigation bar at the top of each screen. It will include the candidate's name, time remaining in the exam, progress through the 200 examination questions, an option to leave comments, and the opportunity to flag items for review at any time during the exam.





Test Screens – Detailed

After clicking "Comment," the comment box will appear as a separate window. Candidates may then enter comment(s) and the click "Save."

CCIFP - Candidate Name								
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	Image: Comment							

The flag for review has been selected in the picture below. The yellow flag indicates the item has been selected for review, time permitting, during and/or prior to completing the exam. Please note: this is not used as a means for ICCIFP to review a question.

🗖 Save 🗵 Cancel



This box displays after clicking "Navigator" and allows the candidate to see the status of the item, jump to other items, revisit items flagged for review, and any comments you have entered.

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Question 5	Unseen							
Question 6	Unseen							
Question 7	Unseen							
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Question 10	Unseen							
Question 11	Unseen							
Question 12	Unseen							
Question 13	Unseen							
Question 14	Unseen							
Question 15	Unseen							
Question 16	Unseen							
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≯] End Exam

← Previous 🔅 Navigator Next →

Completing Your Exam – Reviewing Items

Item review screen displays all items either seen/unseen/completed/incomplete. The candidate may review all items, incomplete items, flagged items (all highlighted by red arrows) or end the review (green arrow).

CCIFP - Candidate Name					Time Remaining 252:49				
Review Your Items									
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:									
 Review all of your questions and answers. Review questions that are incomplete. Review questions that are flagged for review. (Click the 'flag' icon to change the flag for review status.) 									
You may also click on a question number to lin	k directly to its location in the	xam.							
CCIFP Exam Items Section					(200 Unseen/Incomplete)				
A Question 1	Incomplete	☐ Question 2	Incomplete	Question 3	Incomplete				
G Question 4	Incomplete	Question 5	Incomplete	Question 6	Unseen				
🛱 Question 7	Unseen	Question 8	Unseen	Question 9	Unseen				
Question 10	Unseen	Question 11	Unseen	Question 12	Unseen				
🛱 Question 13	Unseen	Question 14	Unseen	Question 15	Unseen				
🖾 Question 16	Unseen	🛱 Question 17	Unseen	Question 18	Unseen				
C Question 19	Unseen	Question 20	Unseen	🖾 Question 21	Unseen				
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🖾 Question 52 🔺	Unseen	Question 53	Unseen	🖾 Question 54 📕	Unseen				
→] End Review				🖗 Review All 🗙 Revie	w Incomplete 🏾 🙈 Review Flagged				

END OF GUIDE

If you have any questions, please feel free to contact me via email (<u>czaucha@iccifp.org</u>) or via phone (609-945-2419) and I'll be happy to lend my assistance.