Exam Access Instructions Getting to the NCBSO Exam

- The exam is located in the <u>Event Platform</u>. You will need to log in with email address used to register for School.
- Having difficulty accessing the Event Platform? Please call or email NAFCU Member Service Center at (800) 344-5580 or <u>Info@nafcu.org.</u>

Enter vol	Virtual BSA School Jul 20 - 22, 2021			
	Continue			
	Powered by Eeventmobi			

- Once logged into the Event Platform, navigate to the main navigation window located in the upper left of the screen.
- Choose the NCBSO Certification option in the list



Click on NCBSO Exam Information

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🕋 Home		
🚖 Main Stage		
📩 Agenda		
NCBSO Certification		

• Before clicking on the **Take NCBSO Exam** option, be sure to have your proctor ready. Your proctor will instruct you when to begin the exam.



Live Proctor

- If you are testing with a NAFCU proctor during the event, access the **Zoom Proctor Link** from the agenda or directly from the **NCBSO Certification** section. This is the same page where you will access the exam.
- During the event, you may click on the Zoom Proctor Link up to 15 minutes prior to the designated exam time. If you join more than 15 minutes before the exam time, you will be placed into the Zoom waiting room until the Zoom session opens.

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Search Q	Zoom Proctor Link Please connect to the Zoom proctor link when taking the exam with a NAFCU proctor and during the designated exam time listed below. You will use the same link for each exam proctoring session. Please join the link 15 minutes prior to your scheduled exam time.		
 A Home ★ Main Stage 	Zoom Proctor Link •		
Agenda	Testing Sessions During the Event Thursday, July 22 Timograme - Enstein Timo		
📾 NCBSO Certification	400 pm - 500 pm Session: NCBSO Exam		
Presentations	Because the exams are updated regularly to reflect regulatory changes, you must complete the exam by 12/31/2021. Failure to do so could result in the taking of an invalid examination.		
Attendee Directory	If you choose to take the exam after the conclusion of the virtual event or with a designated credit union proton plane forward the process many afficient to the parton who will process your many approved		
녳 Speakers	process, precess rowards are process memory and and antiadavit to the person who will proceed your each approved credit union process are manages; Ri for local authorized process. Arrange a time and location with your proctor for taking the exam. When you have completed the exam, please take a screenshot of your full		
Solution Providers	computer screen and send the image to the proctor who will then email it to NAFCU to be confirmed. You may email the proctor affidavit back to: exams@nafcuorg.		
Group Discussions			

- If you are testing with your own proctor and not a NAFCU proctor, you will need to email your
 proctor the NAFCU Proctor Memo and Affidavit form found on the Event Platform. The
 Instructions and Affidavit are under the NCBSO Certification section on Event Platform.
- Schedule an in-person session or video conferencing session such as Zoom with your proctor. The Zoom Proctor Link located on the Event Platform will no longer be available for use after the conclusion of the event.





Reading the Instructions

- Now that you are connected with your proctor and ready to begin the exam. There are a series of instructions and rules that will be important to know prior to beginning your exam.
- Please wait on this page as your proctor reads through ALL the instructions to you aloud.
- Do not select Take NCBSO Exam until your Proctor tells you to do so.
- When your proctor tells you to you may click **Take NCBSO Exam** and begin your exam.



Taking the NCBSO Exam

• Once your proctor is secured and you are instructed to begin the exam, complete your first and last name, email, title, and credit union then click on the Start button. Once you click on the Start button the exam and 60 minute timer will begin.

You may receive a pop-up indicating the exam will open in a new window. Click OK.

50 Questions	60 Minutes
DO NOT start this exam until you are	structed to do so by your proctor.
Name	
First Name Last Name	
Email	
someone@example.com	
Title:	
Credit Union:	
START	
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 During the exam, you may check the Mark For Review button at the bottom of the screen before clicking on the Next button to submit your answer. This will add the question to a list for review prior to completing the exam.



- You may also use this option to skip a question and answer it later, choose the Mark For Review option then the Next button. This will add the question to the end of the exam for you to review and answer.
- If you reach the Review Answers & Make Final Submission page and would like to review additional questions that you did not Mark for Review, click on the Review Other Questions From this Quiz option at the bottom of the page. You may need to click on the + button to view the additional questions and scroll down.

Review other questions from this quiz

• When ready, Submit your exam.



• At the conclusion of the exam, you will be prompted with your score. Here you will be reminded to take a screenshot of your entire computer screen and email it to your proctor. Your proctor will include this screenshot when submitting the proctor affidavit to <u>exams@nafcu.org</u>. If you are taking the examination in the presence of a NAFCU proctor, simply send the screenshot to the <u>exams@nafcu.org</u> mailbox. You will also find your result of pass/fail located at the bottom of the screen.

	Name	Jennifer Beylard	Score	100 / 100 Points (100%)
	Correct Answers	50	Incorrect Answers	0
	Email	jbeylard@nafcu.org	Passing Grade	76 %
	Time Taken	44 mins 37 secs		
(Your Result			
	Pass			