

Exam Day Preparation

Part III Exam

APSCA

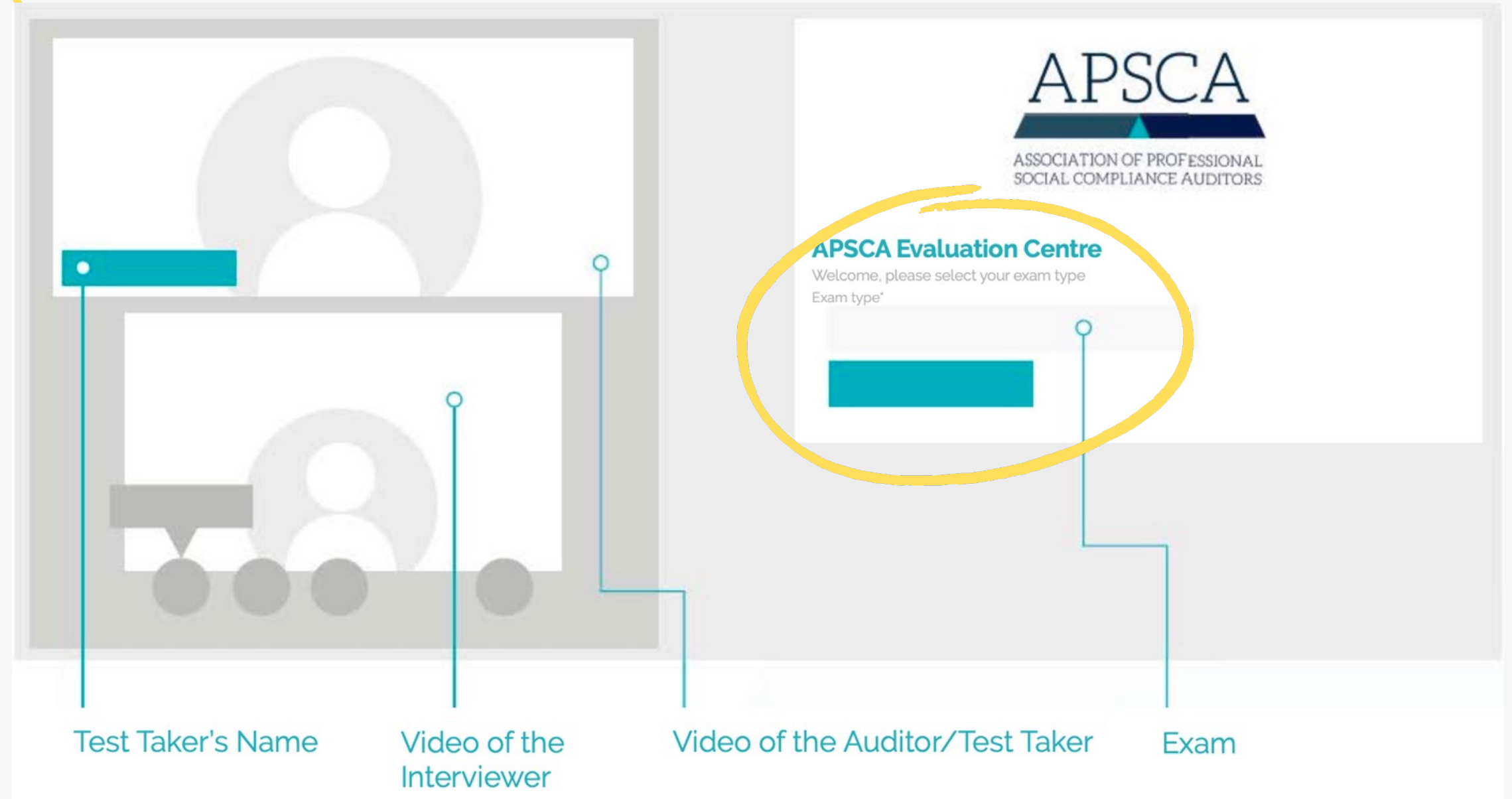
ASSOCIATION OF PROFESSIONAL
SOCIAL COMPLIANCE AUDITORS



Logging onto the Site

Once connected to the Proctor, the Auditor will be brought into Microsoft Teams.

From here the interviewer/evaluator will hand over presenter rights and request that the Auditor shares their screen



1

APSCA Evaluation Centre

Welcome, please select your language

Language

English

CONTINUE

Next, select language and press continue

APSCA Evaluation Centre

Welcome, please enter your details to begin the process

Membership Number *

21601234

First Name *

First Name

Last Name *

Last Name

Email *

example-email@theapsca.org

Telephone *

61411250448

Select Gender you identify with *

Female

Country of Residence *

Australia

Start

2

Fill out personal information and select start

Please note, do not put RA or ASCA before membership number

Double check details are correct, this does not count towards total time

Once details have been entered, the Terms & Conditions reviewed, and the interviewer is ready, the exam will begin

The exam window will open and will look similar to this. Remember, once the window opens, the timer will start!

Scenario 1 Scenario 2 Scenario 3

Opening Meeting

Definitions:

Test Taker/TT/Auditor may be used and are referring to the same person, e.g. you

Non-conformance, non-compliance and audit findings may be used interchangeably and refer to the same thing.

Instructions

This scenario includes the following steps:

1. Prepare for the interview:

- Information regarding the scenario is provided below the instructions.
- Read the content carefully to prepare for the interview.
- On the right-hand side of the screen there is a place to type your notes. Write down your thoughts to help your preparation for the interview and answering the short answer questions at the end. These notes are not kept or shared.
- The average time spent on this step is 5 minutes.

Notes

I, Example Name, confirm I am completing this exam on May 21st 2020, on behalf of myself and without any unauthorized assistance from any person, materials or device.

Next Scenario Autosave

Time remaining: 00 : 29 : 42

Read the statement and check the box to confirm you have read and understood the statement.

Place to type "Notes"

Do **NOT** click the next scenario button until instructed by the interviewer (Note: you **CANNOT** go back!)

The system will auto save - you do **NOT** need to click this button at any time.

Timer at the bottom right hand corner



Goodluck!

Don't be scared, be prepared.

For any enquiries, please contact
us at

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