

## What Happens First?

You will receive a New Account email from TestReach. This email will contain a link to the TestReach Application (App) along with your username and temporary password. You will be asked to:

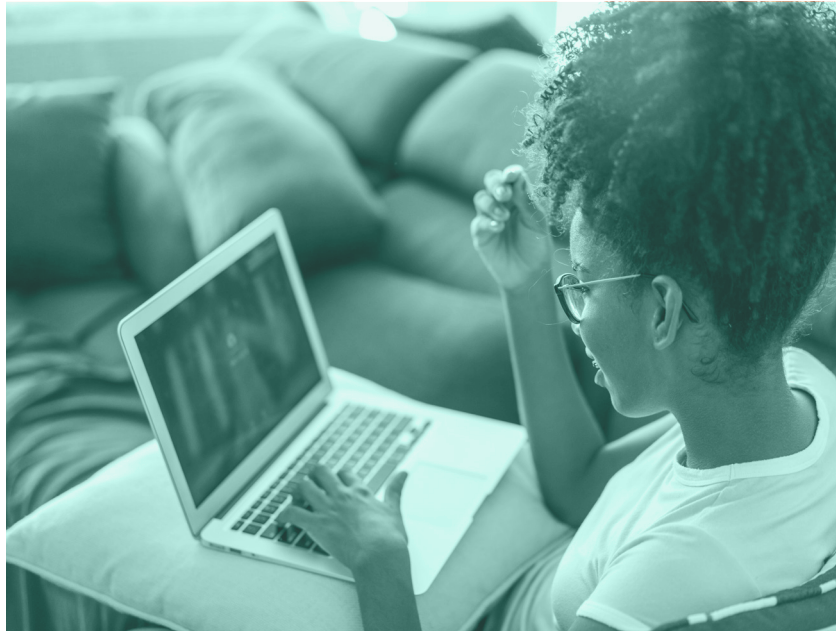
### Download the TestReach App

You will be asked to download the TestReach App onto the computer or laptop you will use on exam day – **please check our guide Online Exams | Technical Requirements for full details**

Ensure you complete the technical system check from the same location/room you intend using on exam day.

### Set up your account

Login to the TestReach App and set up a personal account with TestReach so you can take your exam online. You will set up your own personal password – please keep your login details safe as they will be required to take your exam.



**Please note that in compliance with GDPR all account information is cleared from the TestReach App at the end of every semester. Personal accounts from previous exam sittings are no longer valid. You must set up a new personal TestReach account for this exam sitting.**

### Familiarise yourself with the TestReach App

The TestReach App is where you will take your exam. Once logged in to the TestReach App you will not be able to access any other apps/programmes/internet on your computer, until you exit the App.

- To familiarise yourself with the App and your online exam environment we recommend that you complete the Fixed Canvas (MCQ exam) or Flexible Canvas (Written exam) Test Tutorial.
- The Tutorial will show you how to use the various App features needed during your exam.
- Use the Zoom function to enlarge or reduce the question font size.
- You can use a non-programmable calculator on exam day. Alternatively, you can use the basic App calculator.
- Please note a mobile phone or any other such 'smart' device is not permitted to be used as a calculator under any circumstances.
- Full exam regulations including infringements and penalties have been included and updated on the Institute website, we advise all students to read these in advance of their exam - **[iii.ie/exams/exam-regulations](https://www.iii.ie/exams/exam-regulations)**