



National Examination Paper 18 August 2020
FAQs Final Update – 12 August 2020

The deadline for registering for your session time is 11.00am (EST) on Saturday 15-Aug

Candidates are reminded to watch this [short video](#) on remote proctoring.

1. Room Set Up

You must ensure your test room is set up to the requirements below:

- A room that is free from distractions, interruptions, noise and prohibited materials (no other person including dependent children are permitted in the test room. Pets are also prohibited in the test room - interaction with or speaking to pets, or pets making noise, is likely to be automatically raised as an incident by the monitoring software, if not the proctor themselves.
- An appropriate workstation on a stable desk. An enclosed room is preferred - but if you have to sit your exam in an open space, you need to ensure you will be uninterrupted and be prepared to do a full scan of your environment with the mirror for the proctor.
- The desk/table used for the computer needs to be clean (no items around it)
- One sheet of **A4** paper and a pencil/pen are allowed (you will be asked to rip this up in front of the Proctor at the end of your exam)
- No food or drinks other than bottled water or a clear glass of water are allowed on your desk.
- Suitable temperature, lighting and ventilation.

The proctor will also request a scan of the room through the webcam, which may involve angles under the desk.

Note:

If the room mostly meets the requirements but the proctor is concerned about the arrangement of items or furniture, they may allow the session to proceed and will flag the sitting for review by ACER and AACCA.

2. Screen Size

While a screen size of 15" or higher is ACER's recommendation, candidates may choose to take the exam on a smaller screen. 13" may operate just as efficiently provided the screen resolution is set correctly and you have no trouble reading lots of text and navigating the screen.



Note:

Please note that it is at your discretion to use this device, and we cannot advise how the exam will be displayed (size of text or images, scroll options, etc.) if your device does not meet ACER's minimum recommendation. Candidates could test this by reading some text heavy document which involves scrolling for a longer period than normal, and see if they encounter issues.

The screen size minimum requirements for ProctorU's monitoring software is different from the screen size minimum requirements of ACER's exam platform.

3. Internet Connection

If your internet connection is shared with others in your home, you are strongly encouraged to ensure that its use during your exam time is kept as minimal as possible (to avoid bandwidth problems resulting in disruptions/connectivity issues).

A wired connection is recommended over a wireless one, if possible.

4. Mirror Size (used for the room scan)

The mirror is to show your proctor your workspace during the environment check.

The mirror does not need to be a specific size – it can just be a small hand mirror, for example.

It can be any size, which you can use to show the proctor your screen, and around it.

Candidates will be asked to keep the mirror close by for the duration of the exam in case the proctor wants to view the candidate's surroundings.

While a mirror is preferred, a mobile phone with a user-facing camera can be used instead. The proctor will ask you to move your phone out of reach, which you will have to show on your webcam.

5. Ear Plugs

Only foam earplugs can be used – headphones, ear buds or construction ear muffs are not permitted.

6. Exam Session Times

Unlike in previous years when all candidates sat the exam at 11.00am (AEST), the candidates for the August 2020 exam will take the same exam at different times.

Candidates who undertake the NEP in August 2020 agree to comply with the AACCA Code of Conduct and Non-disclosure Agreement (included in the Step-by Step Guide sent to candidates on 23 July 2020) and should not discuss the exam with fellow candidates during the exam period (ie 11am – 7pm AEST on 18 August).

AACA relies on the post examination analysis, which can identify anomalous patterns of candidates' answers to questions.



7. Data Protection and Privacy

Given the continuing challenges posed by COVID 19, lockdown restrictions and requirements of social distancing in a number of States, AACCA has determined, in consultation with the Architect Registration Boards that the most practicable way of implementing the NEP in 2020 is to move from the computer testing centre platform to online delivery via remote proctoring. Remote proctoring allows candidates to take the exam from their own home, with their own device and connection.

AACCA is partnering with ProctorU who will provide the technical basis for each candidate to provide their own platform for the exam and ACER continues their services in professional advice on the exam and works with ProctorU to implement the exam.

AACCA and ACER have become aware of a data breach reportedly experienced by ProctorU. ProctorU has confirmed that the data breach is five years old, which pre-dates ACER commercial usage of ProctorU. ACER has administered exams across a number of disciplines using this platform for 5 years – with over 60,000 candidates. Over that time, no candidate has reported to ACER that there has been a breach of an individual's personal data.

AACCA is aware that there is always a risk when data is shared on any platform. We have made all reasonable efforts to minimise that risk – and have provided relevant information to candidates about the platform used.

By choosing to sit the AACCA NEP by remote proctoring, candidates are confirming that they understand that they need to provide relevant Personal Information to a third party.

Ultimately, it is up to each candidate to assess the risk and make their own decision on whether or not to sit the August National Examination Paper.