

## **Remote Assessments: Frequently Asked Questions**

### **Q. Where online do I go to sit my assessment/mock?**

nmbec.inspera.com

### **Q. What is my log in?**

Use your school gmail account to log in. Click on 'Log in with Google'

### **Q. Do I need a webcam?**

No. As Inspera has enhanced security parameters such as the lockdown browser with additional checks for plagiarism combined with in-test monitoring of your responses while sitting your exams, webcams do not need to be turned on.

### **Q. What additional software will I need to be ready?**

In order to ensure your device is suitably prepared, ensure it is connected to the internet and download the Safe Exam Browser. This will automatically ask you to download it the first time you sit the practice test (see below). You only have to do this process once for this mock period, once it's there you're all set.

### **Q. Am I able to practise with the software before my first mock exam?**

Yes. Visit nmbec.inspera.com. Log in and click on 'register' under the question – Do you have a test code. Then complete the 'practice test'. This has a number of different question types and helps you become familiar with the software ahead of your real exam. You will be prompted to download the Safe Exam Browser. You should complete the practice test by Tuesday 2<sup>nd</sup> March and report any issues, if you have any. As long as you complete that practice test and have internet connection your device is set up for the rest of your mocks. A step by step guide has also been provided.

### **Q. How do I get the test code for each exam?**

Before your mock period (by 4<sup>th</sup> March), a list of test codes will be supplied for each of your exams via your form Google Classrooms. Each code will only be usable at your exam start time not before.

### **Q. Can I take my mock exams on my mobile phone?**

No. Your mock exams have to be taken on a device such as a laptop/computer.

### **Q. What should I do if I don't have a suitable device?**

Contact Mrs Collins as a matter of urgency via email: [mottram@nmbec.org.uk](mailto:mottram@nmbec.org.uk)

### **Q. How should I prepare my mock work-space?**

Ensure you prepare to complete your mocks in a quiet space, free from distractions. Your mobile phone should be turned off and out of reach.

### **Q. What materials am I allowed during my mocks?**

You are allowed blank paper and a pen for notes, otherwise only specified permitted materials are allowed.

### **Q. When should I log in for my mocks?**

Log in 5 minutes before your mock exam start time. The exam is automated so will start regardless if you are logged in or not. Make sure you have checked your schedule carefully and you are on time!

### **Q. Can I answer questions that require special characters (Maths / Science / Computing etc.)**

Yes. The practice test shows you how to access these easily should you need them for any of your answers.

**Q What should I expect regarding exam times?**

At the start of each test, the test length is specified, often with guidance on how long to spend on each section (if applicable). In addition to this 10% extra time has been added to all papers in recognition students are completing these online rather than in the usual paper form. There is a timer in the top left hand corner of your screen when taking the test which shows you the amount of time you have left. You must submit your test paper before the end time.

**Q. What should I do if I have technical difficulties?**

Inspira will save what you have done automatically up until the point of the technical issue. Check your connection to the internet urgently. Mock examinations that are missed for any reason (technical issues/absence etc.) will not be able to be re-sat at a later date. Unfortunately under the current circumstances this is something we are unable to facilitate.

**Q. How will my mock exams be marked?**

Your mocks are marked anonymously. This means teachers will apply the markscheme to the papers sat not knowing which submission was completed by which student. This ensures the marking is completely impartial. Once all papers are graded, the marks are de-anonymised for teachers to review. Marking will also be moderated and checked by Heads of Department before being signed off for release. The full marking process usually takes 2 weeks.

**Q. How will my work be graded?**

This depends on the type of paper sat. For full papers, Heads of Subject have been asked to use the published grade boundaries for that specific paper. If a partial paper has been sat, grade boundaries are adjusted accordingly to reflect the parts that are sat. Some papers have combined topics from different papers together in one paper, for these, grade boundaries have been set using professional judgement with good reference to previous papers.

**Q. When will I get my results?**

Results will be issued by 30<sup>th</sup> March.

**Q. Why am I sitting these assessments online?**

These mocks are important in gauging where you are currently at in the topics you are assessed on but also crucial in providing direction in how to improve before future assessment points. These were previously planned and were postponed. Although schools are opening 8<sup>th</sup> March, this is a phased return due to the Government requirement of Covid-testing (3 times, 3 – 5 days apart). We have also had to use the sports hall to conduct the Covid-testing which means we do not have it to use as an examination space over the Covid-testing weeks.

Postponing the mocks to after the last Covid-testing date is not possible as it would not give sufficient marking and moderation time to staff before the Easter break; as you will agree, a crucial process that we need to ensure is completed accurately. To cancel these mocks would put students at a disadvantage as it will make the assessment period in May far more pressured for you. Additionally, having this assessment point means if any students misses a future mock or assessments due to illness, Covid isolation etc. there will be recent formal evidence of their work, otherwise the last formal assessment point would be from the previous academic year before the first lockdown which was much earlier in your course and may not best reflect your ability.