

# NOPS Answer Sheet Guide

## Professional Exam Completion Standards

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# Learning Objectives

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- Apply correct marking techniques for optimal scanning
- Follow appropriate error correction protocols

# NOPS System Requirements

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- Handle with clean hands only

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## Step 2: Mark Bubbles

For each digit written above, locate the corresponding bubble in the column directly below and mark with a clear X.

**Example:** Registration number 12345

- Write “1” in first box → Mark “1” bubble below
- Write “2” in second box → Mark “2” bubble below
- Continue for all five digits

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## Written Responses

- Use designated answer boxes on separate page
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- Write legibly in blue or black pen
- Include complete solutions and explanations

# Managing Mistakes

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- Using correction fluid or tape

### Correct procedure:

- 1 Raise your hand immediately
- 2 Request a new answer sheet from the exam supervisor
- 3 Transfer all correct answers to the new sheet

# Quality Assurance Review

## Personal Information:

- ☐ Name written clearly
- ☐ Signature provided
- ☐ Registration number complete
- ☐ Bubbles marked correctly

## Answer Quality:

- ☐ One mark per question
- ☐ All marks clear and dark
- ☐ No stray marks present
- ☐ Sheet undamaged

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## Final Step

Review your completed answer sheet thoroughly before submission to ensure optimal scanning results.