# Atlantic Online Mock Exam Guide for students

# AGFIVE-STAR ENGLISH

an Atlantic Group company

# 1. Online exam Rules

- Students must have their camera and microphone on at <u>ALL</u> times.
- Students are not allowed to get up or the leave the room during the exam.
- Student are not allowed to have any other webpages or apps open except for Zoom and the test platform.
- Students are not allowed to have course books, notes or any other course material with them.
- Students must follow the instructions regarding materials allowed for the exam.
- Students are not allowed to talk to anyone while doing the exam.
- Parents must be visible within the camera range, but should remain behind the student and keep a
  proper distance.
- Parents should make sure that their phones are switched off and that they don't distract or communicate with the student at any given time during the exam.
- If students or parents violate ANY of the rules, the following penalties will be applied:
  - o 1st time: A warning is issued and recorded with no score deduction.
  - o 2<sup>nd</sup> time: A formal warning is issued and recorded with a 25% total score deduction.
  - o 3<sup>rd</sup> time: A formal warning is issued and recorded with a 50% total score deduction.
  - o 4<sup>th</sup> time: Removal from the exam and receiving a zero (**0**) for the exam.

### 2. What equipment must students prepare for the exam?

- Students must be in a quiet space with sufficient light and air.
- There should be no noise or distractions in the room.
- Students must access the exam platform and the Zoom meeting on a computer or laptop with a working camera and microphone. (*Not a phone or tablet*).
- Students must be signed into the Zoom meeting for the entire duration of the exam or their score might be discounted.
- Students must complete their answers on A4 paper following the instructions listed below under point *5. Format of exam.*
- Students' cameras and microphones MUST both be on at ALL times during the exam.

### 3. What should students prepare?

- They will need geometrical instruments (including a pair of compasses), electronic calculators and are allowed tracing paper.
- As this is a final exam it will cover all topics studied during the course and test all skills/knowledge.

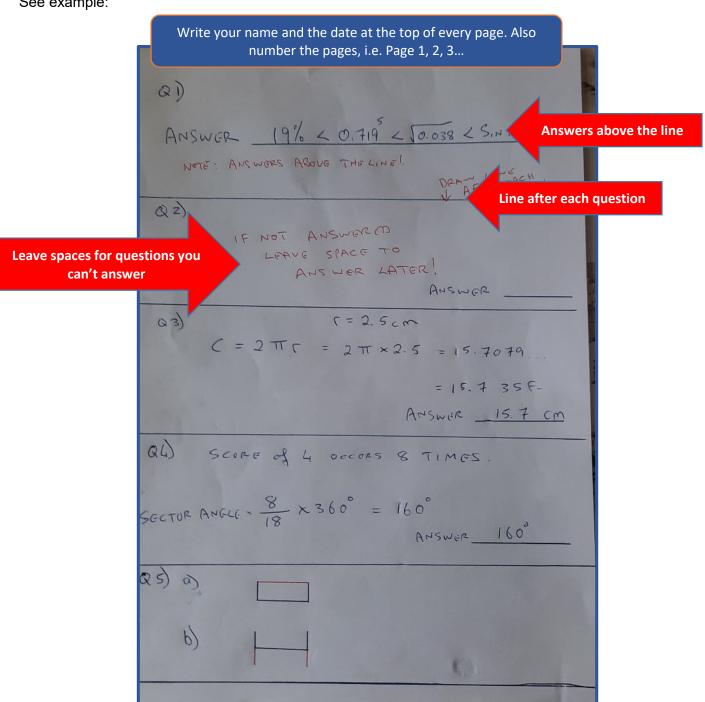
### 4. Exam platform

- Students can access the online exams at the following website.
- <u>ieltstest.agfivestar.vn</u>

### Format of exam

- The exam questions will be delivered online, but students need to complete all answers and show their working on blank A4 paper.
- There will be no space provided to enter answers online, and so students should not waste time trying to find space to do so or enter answers online – the platform will only show the questions.
- Students must write the page number at the top of each page.
- Students must write their name and class at the top of each page.
- Students must write the question number with the answer for each question below.
- Students do not need to write the question.
- Students must write their answers clearly, showing all working as necessary.
- Students should draw a line across the page after each question answered.

### See example:



### 6. Submitting your answer papers

 Completed papers must be scanned or photographed clearly following Atlantic guidelines. (see example above)

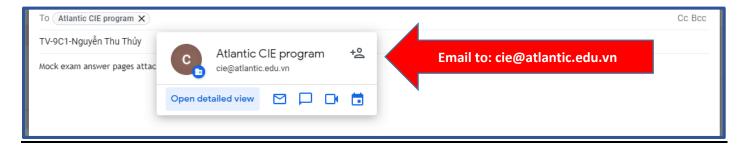
### **Guidelines**

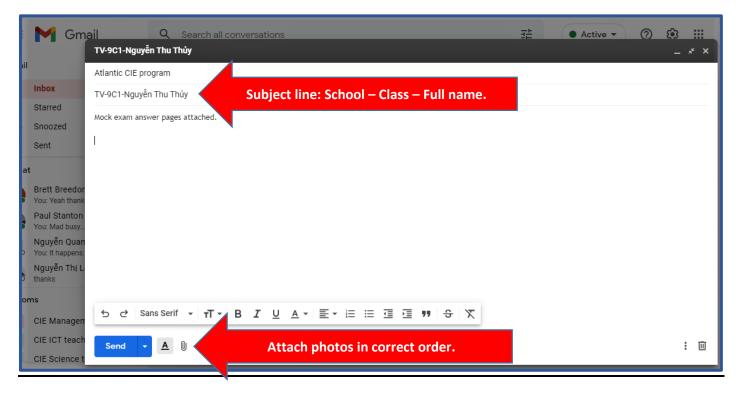
- One (1) page per photo, with all answers clearly visible.
- Student name and class, as well as page numbers must be clearly visible too.
  - The scanned or photographed images are taken in high definition and all the working and writing is clearly visible.
  - o One page per photo ONLY.
  - Students should send <u>ALL</u> the images of pages in the correct order, in one email to the email address:

cie@atlantic.edu.vn

Subject line format: School – Class – Full name.
 Example: TV-9C1-Nguyễn Thu Thủy

 Students can <u>ONLY</u> submit by email, and must stay in the Zoom meeting until they have submitted their paper by email and the invigilator from Atlantic has confirmed that they have received the email with the answers attached.





# 7. Exam duration, start time, log in time

- Students will be given a timetable of when the exam takes place.
- Students need to log in <u>30 minutes</u> before the exam.
- Maths exams will be either 90 minutes (Paper 2) or 2.5 hours (Paper 4)

### 8. Username/Password

- Students will be given a username and password.
- When logging onto the platform, they will see a login page.
- Students must enter their username and password.
- They will be taken that shows their class as a course.
- Click on their class code.
- Do the Practice Test to see how the platform works and what types of questions you might see.
- Read and agree to the Academic honesty pledge for Cambridge International Exams.
- They will click on the subject for which they are to take the exam.
- They will see the exam quiz.
- See the following visual guide below:

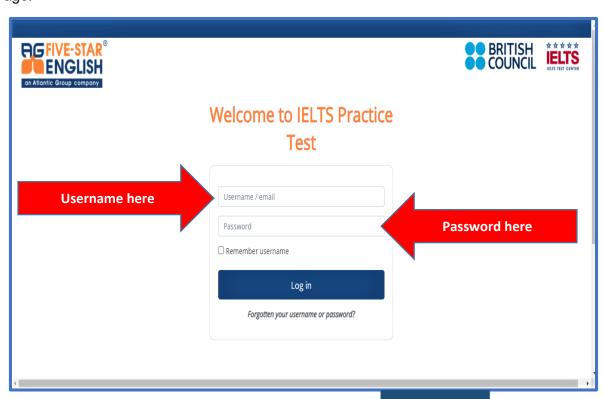
### **HOW TO LOG IN:**

i. Enter the web address for the online testing site.

ieltstest.agfivestar.vn

ii. This will take you to the login page.

### Login Page:



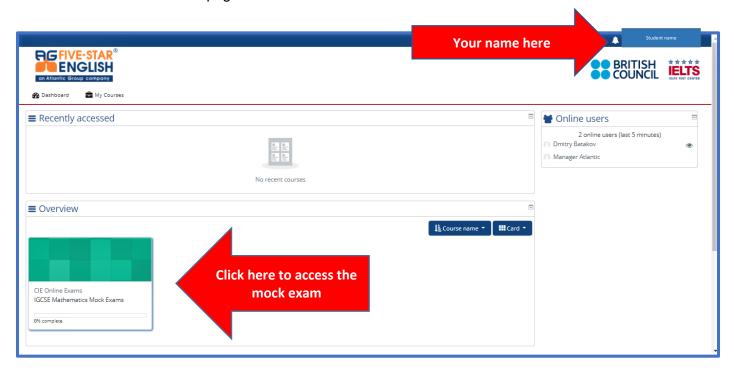
iii. Enter your username and password and click on the blue

Log in

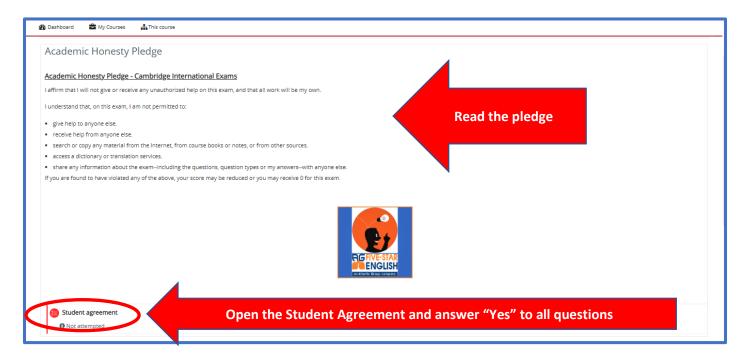
button.



iv. You will be taken to a page that looks like this:



v. Click on the "*IGCSE Mathematics Mock Exams*" block in the "Overview" section to access your exam. You will see:



There are five questions and you must answer yes to all of them or your result will not be able to be used or be valid.

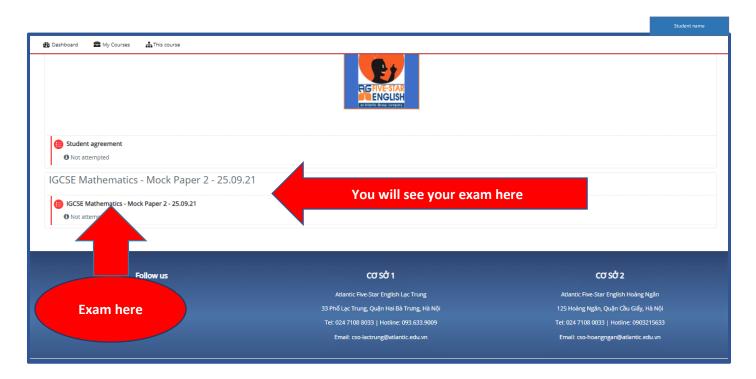
Make sure to answer all the questions.

When you have done so, click on Finish attempt... and follow the instructions.



### DOING THE ONLINE EXAM.

When you have completed the Student Agreement and returned to the main page, you will see the exam paper here:





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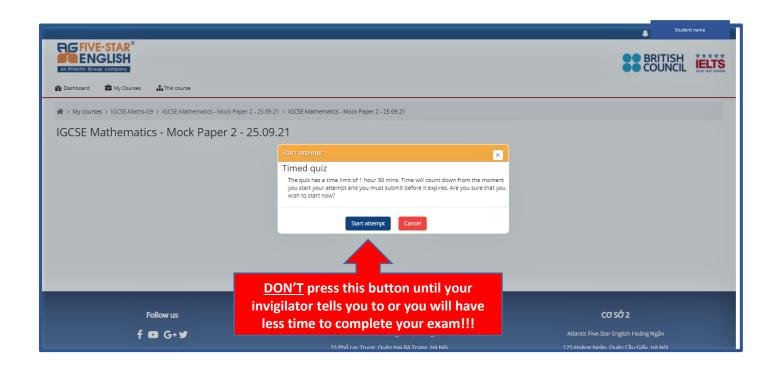
When you click, you will see this page:



When you click on the orange box.

Attempt quiz now

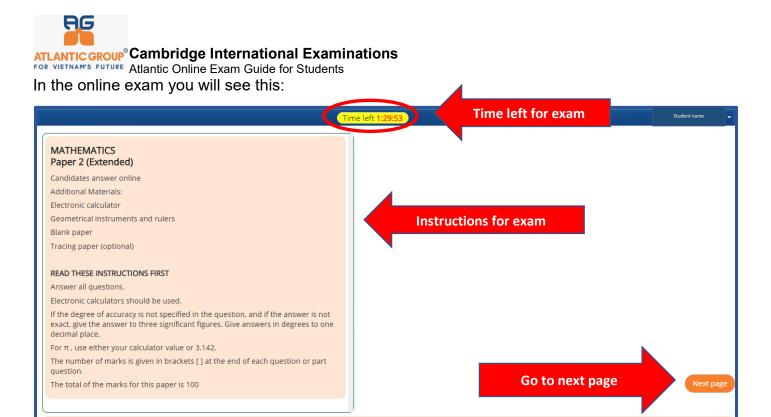
you will be taken to this page and see an



When your invigilator tells you to, press the

Start attempt

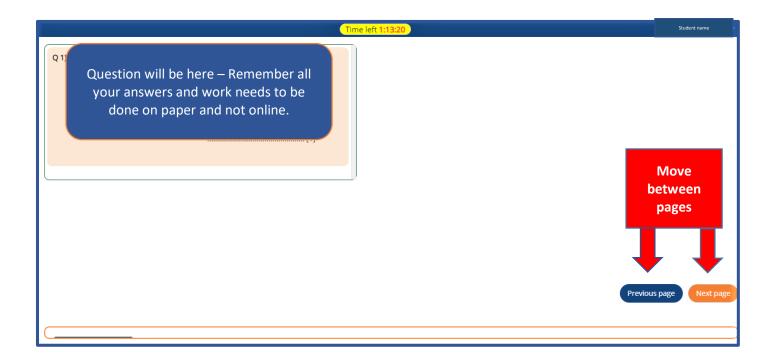
button and your exam will begin.



On each page of the exam, you will see a box with the questions.

There is one question per page.

You can use the buttons in the bottom, right-hand corner to move between pages.



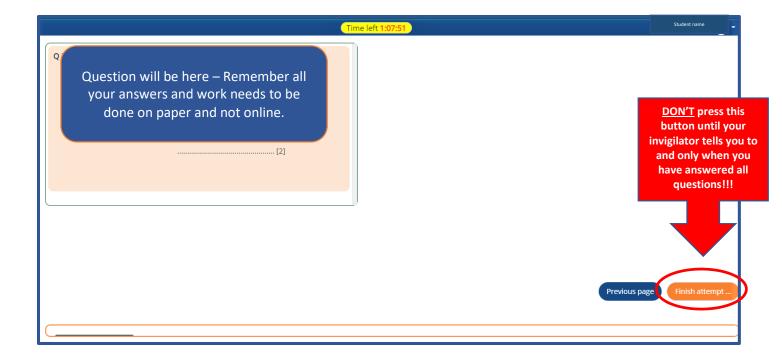


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When you have answered all the questions, you will see a button that says

Finish Attempt..



When you click on finish attempt you will see this page:

