WSU PA Practice Certification Test User Guide
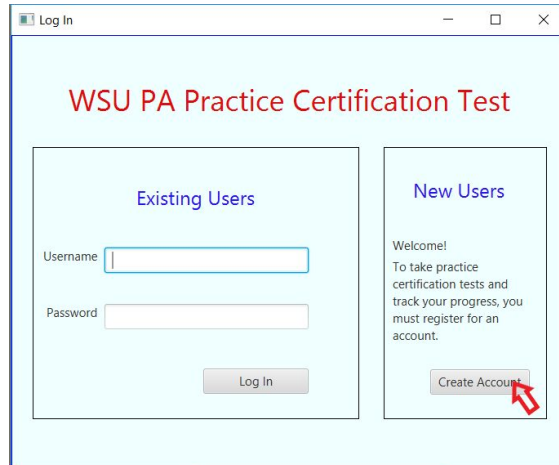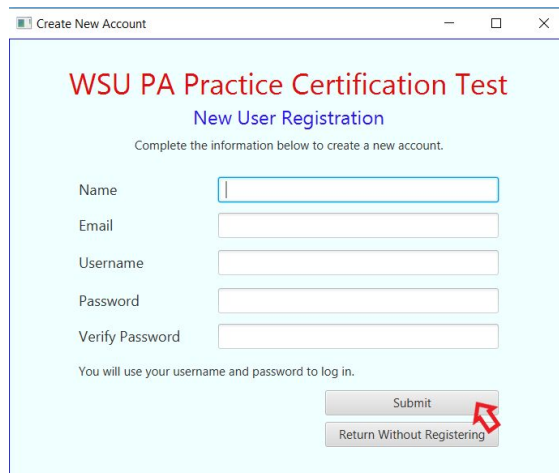
I.   Create Account

Before taking tests, you will need to create an account.

1. Open the application and click the Create Account button.

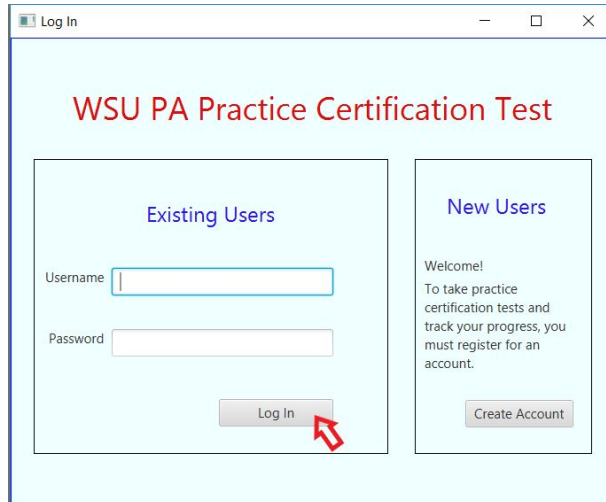2. Fill out the required information and click Submit. If there are any errors, you will be prompted to try again.

3. After successful registration, the application will load the Start Test page. Remember your username and password. You will not be able to retrieve or change them.

II.   Log In

If you have already created an account, you can log in to take tests or to view your account information.

1. Enter your Username and Password and click Log In. If there are any errors, you will be prompted to try again.

2. After you successfully log in, the application will load the Start Test page.

III.   Start Test

1. Select the number of questions you would like in your test.
2. Select the type of test you would like to take.
    a. If you choose Recorded, your test score will be saved to your account.
    b. If you choose Traditional Practice, your test score will not be saved.
    c. If you choose Custom Question Practice, you will be tested on questions that you previously answered incorrectly.
3. Click Start Test to begin your test.

IV. Take Test

1. For each question, click the letter next to the answer you believe is correct. The selected answer will turn orange. You may change your answer by clicking on another letter.
2. Click Next to go to the next question. You may also click Previous to go to the previous question. You may go back to any question and change your answers at any time during the test.
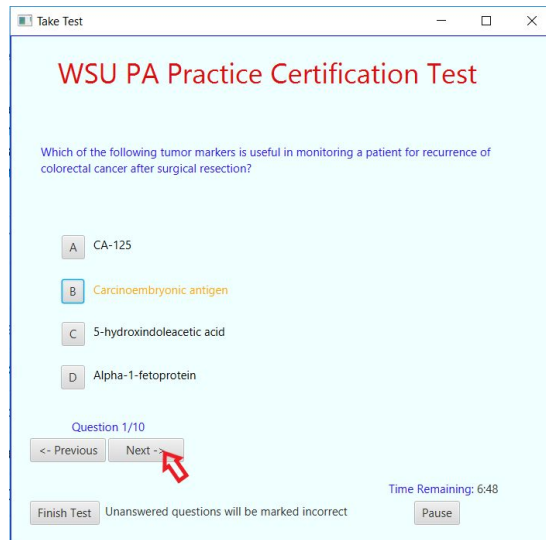

3. If you need to take a break from the test for any reason, click the Pause button. This will stop the timer. If you run out of time, you will no longer be able to answer any more questions. Resume the test by clicking Close.
4. When you have completed the test, click Finish Test. You will be taken to the Test Results screen.

V.   Test Results

1. When you complete a test, your results are shown.
2. Click Review Test to review your completed test in the same screen. For each question in the test you just took, you will see your selected answer, the correct answer, and an explanation for the correct answer.
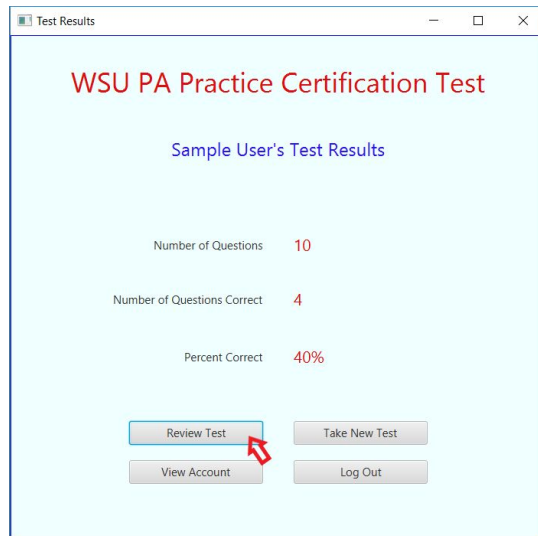

3. From here you may also take a new test, view your account, or log out of your account.

1. Access your user account by clicking the View Account button from either the Start Test screen or the Test Results screen.
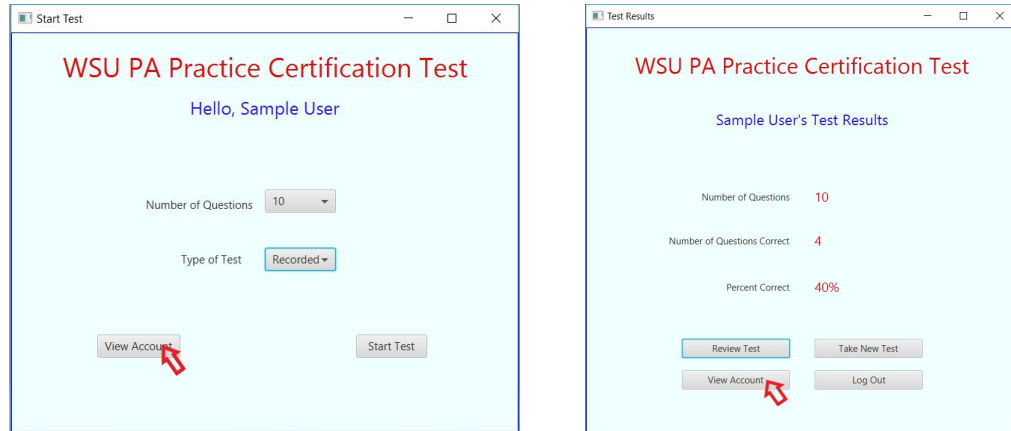

2. The tests you have previously taken are listed in the Past Test Attempts box. Any practice tests you have taken will NOT appear. To review one, click on the test to highlight it and click Review Selected Test.
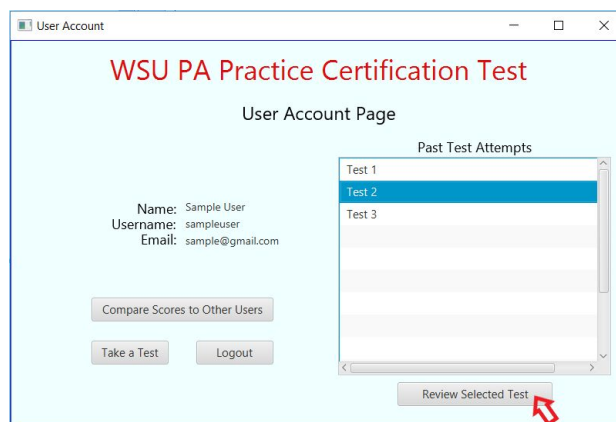
3. Click through the Next and Previous buttons to view all the questions from the test. The correct answer is highlighted in green. If you answered incorrectly, your answer is highlighted in orange. When you are finished, click Finish Review to return to the previous screen.
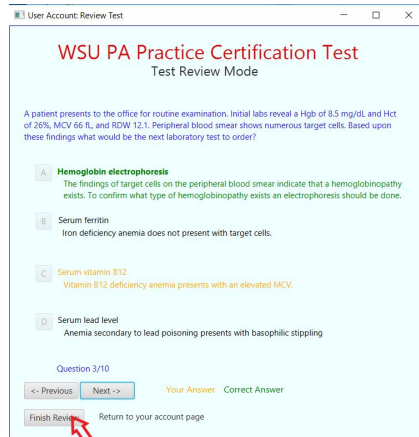
4. To compare your test score percentages and overall average to others who have taken tests, click Compare Scores to Other Users.
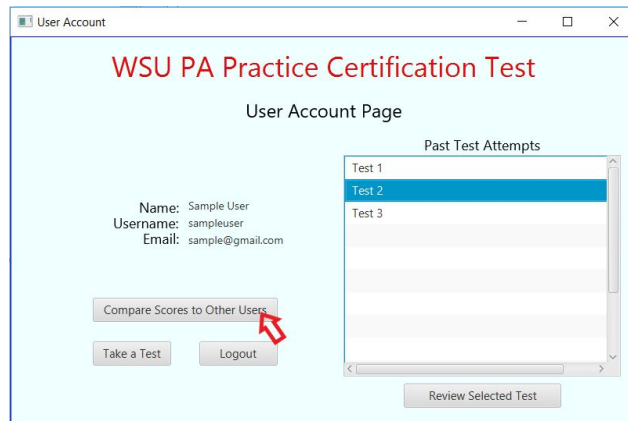
5. You will see a list of your test scores and a list of the combined test scores of all users, along with the average score for each. To return to the previous screen, click Back.

6. Use the appropriate buttons to take a new test or to log out of the program.