Digital Exams End of Year
Student checklist 2022

Before exam day

Prepare yourself

- Try out the practice activities on the digital exams page of our website. This will help you get familiar with the digital exam platform.

- Look at the Find past digital exams page on our website to familiarise yourself with digital exams.

- Create an account on the Login Options page if you are new to NCEA.
  OR
- Make sure you remember your email or username and password if you've already got an account. Login and check everything is correct. You'll use your NZQA student login details to log in to the exam.

Prepare your device

- If you're using a school owned device, complete the practice activities on this device.

- If you're doing a language listening standard or Te Reo Rangatira exam, check your headphones are compatible with your device.

- If you are providing your own device, complete the digital exams device check on our website and make sure:

  - you use one of these browsers:
    Chrome 95+ or Safari 11+

  - you use one of these operating systems:
    Chrome OS, Windows 8.1, 10+ or
    Apple Mac OS 10.15+

  - if you have a VPN installed on your device that the location appears to be New Zealand

  - you know how to disable notifications, screensaver and automatic updates.

On exam day

Remember to bring:

- your admission slip.

- your fully charged device.

- pens (black and blue colours are allowed) to take notes or in case you need to switch to paper.

- headphones (if you're doing a language listening standard or Te Reo Rangatira exam).

- your emergency evacuation pack: clear, sealable plastic bag containing phone (switched off), watch (alarms/notifications disabled), keys, money, bus pass, face mask and medicines.

- a fully charged power bank, stored in your emergency pack (optional).

On exam day:

- arrive at least 30 minutes early to set up.

- you can ask your supervisor to plug in your power bank during the exam.

- login from the NZQA homepage using your NZQA student login details.

- ask your exam supervisor for help if you have trouble logging in.

- you can switch to paper between standards but can't switch back to digital.

- you can choose to do your exam on paper if you don't agree to NZQA collecting digital activity data.

After exams

- Access your marked digital exam scripts through the digital exam platform in late January.

- Access your results from your NZQA student login mid to late January.

- Apply for a review or reconsideration if you choose to. More information can be found on our webpage: Reviews and Reconsiderations.

- Find support on our webpage: Managing the pressure of exam results.

NZQA
NEW ZEALAND QUALIFICATIONS AUTHORITY
MANA TOHU MĀTAURANGA O AOTEAROA

QUALIFY FOR THE FUTURE WORLD
KIA NOHO TAKATŪ KI TŌ ĀMUA AO!

September 2022