10/9/24, 3:59 PM SAPC | Enote



SAPC e-Note



SAPC e-NOTE: EXTERNAL INTEGRATED SUMMATIVE ASSESSMENT (EISA)

Dear Pharmacist's Assistant,

SAPC e-NOTE: EXTERNAL INTEGRATED SUMMATIVE ASSESSMENT (EISA)

You are registered to write the remote/online External Integrated Summative Assessment (EISA) on 16 September 2024.

Please take note of the following guidelines for the EISA:

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Setting up	1. Please use Google Chrome/Firefox/Microsoft Edge to access			
	the exam.			
	2. If using Microsoft Edge, ensure that you have updated your			
	Windows version to at least a Windows 10.			
	3. Use the link: https://proctoredu.com/check to test the			
	compatibility of your laptop/desktop. 4. The remote examination will be invigilated live using a			
	proctoring software.			
	5. You are only permitted to use one screen such as a laptop or a			
	personalised computer to write the examination. The examination			
	platform will not allow the connection of a second screen.			
	6. You will be required to connect your smartphone via a QR code			
	for a better view of your workspace and examination room.			
	7. Please ensure that you are dressed appropriately, and your			
	smartphone is charged and placed at an appropriate angle covering			
	the full view of the workspace and examination room.			
	Access the examination link on the SAPC website Learner			
	portal, under Assessment OR click on this direct			
	link: https://www.sapc.za.org/Learner_Assessment			
	2. An OTP will be generated and sent to your cell			
	phone <u>AND</u> email.			
08h00 – 09h00	3. The OTP will be valid for 10 minutes. Please check both your			
	cell phone and email for a generated password.			
	4. If experiencing any challenges with the generated OTP within			
	the 10 minutes, please contact the invigilator allocated to you. 5. Allow the SAPC to access your location, camera and entire			
	screen when prompted.			
	6. Follow the equipment check steps and take a photo when			
	prompted.			
	7. Read the examination guidelines before the exam starts.			
	8. You are allowed to open multiple tabs from your shared			
	screen. NB! Please share your entire screen when prompted.			
	9. Please follow this link for a demonstration of the steps to follow			
	to access the examination proctored by			
	SAPC: https://www.sapc.za.org/Learner_Assessment			

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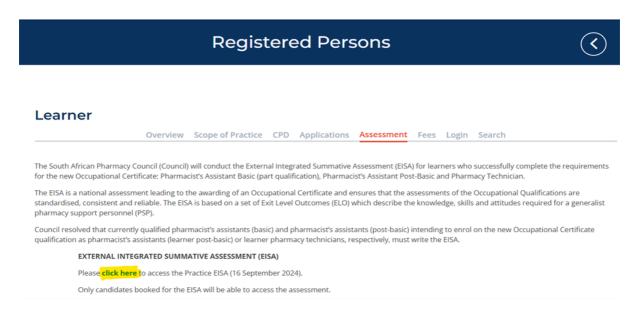
09h00 – 12h30	Write the Examination
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*Please be patient when waiting for the examination to start at 09h00. If the laptop/desktop has been idle for 15 minutes a pop-up message will appear to request you to click "continue" to prevent you being logged out of the examination platform.

Where to access the examination?

The examination can be accessed on the SAPC website under **Registered persons** \rightarrow **Learner** \rightarrow **Assessment.** Alternatively use the below URL to connect:

https://www.sapc.za.org/Learner_Assessment



Please note that the Examination Code of Conduct must be adhered to at all times. If you are found to contravene the code of conduct disciplinary action will be instituted against you.

Who can you contact for help?

If you need to contact SAPC before you logon to the exam platform, use the WhatsApp number	+27 76 341 8929
If you need to contact SAPC once you have logged onto the exam platform, click on "Chat with invigilator"	

Before the exam, please check that your cell phone number has been recorded correctly on the SAPC website.

What do you need for the exam?

- Laptop/Desktop with a camera
- Smartphone as a second device
- Pen/pencil & paper

- · Reference materials
- Calculator

Please note the following profile picture requirements and the instructions to test the camera on your device.

PROFILE PICTURE

Login to the SAPC secure website and upload a suitable profile picture. The picture needs to be:

- a colour image taken within the last six (6) months;
- · of your head and shoulders; and
- · against a plain background.

When loading the picture on your profile, ensure the picture is correctly rotated.

TESTING OF YOUR DEVICES

Before you write the examination, you need to check that the browser you are using can access your camera and location. You also need to enable pop-up messages.

The operating system on most devices has an inbuilt camera app. Select the start button and select the camera from the list of apps. Open the app and ensure that you can see a clear image of yourself.

Use the following link: https://proctoredu.com/check to test the compatibility of your laptop/desktop.

Please be aware of the following:

- You may not wear anything that is covering your face.
- Avoid sitting in front of a window or light source. Alternatively, close curtains or blinds.
- Ensure that your camera is correctly positioned so that your face is in the middle of the screen.

When will you receive your results?

Results will be released once they have been verified and approved by Council.

Yours sincerely,

VM Tlala

Registrar/CEO

Accessible quality pharmaceutical services for all

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