

## **Essential Guidelines for E-Learning, Final Evaluation, and Getting Certified**

Following these guidelines will ensure a smooth e-learning experience and help you successfully complete your final evaluation and certification.

### **1. Engage with the Course Material:**

- Watch and learn from the self-paced videos for each of the 11 chapters.

### **2. Navigate Using Course Index:**

- Use the course index tab to browse through the available chapters and review questions.

### **3. Chapter Review Questions:**

- After each chapter, you will encounter review questions. It is mandatory to attempt and pass these questions with minimum grades to progress to the next chapter.
- Unlimited attempts are allowed for these review questions.

### **4. Final Evaluation Preparation:**

- Upon completing all chapters and review questions, you will need to attempt a **Final Evaluation** consisting of 50 multiple-choice questions. A passing score requires at least 35 correct answers.

### **5. Safe Exam Browser Download:**

- Before the **Final Evaluation**, download the Safe Exam Browser by clicking the following link: [https://safeexambrowser.org/download\\_en.html](https://safeexambrowser.org/download_en.html). The Safe Exam Browser will restrict your access to other browser tabs and applications during the exam. This ensures compliance with test Terms and Conditions and ActiCert's academic integrity policy. Please ensure that no other applications are running and that you do not attempt to navigate away from the exam window. (Detailed steps are given below)

### **6. Final Evaluation:**

- You have 50 minutes to complete the **Final Evaluation** and only 2 attempts to pass.

**7. Course Timeline:**

- You can learn at your own pace, but you must complete the course within 30 days from registration. If you do not complete the course within this timeframe, you will need to contact ActiCert Support to renew the course for a fee of CA\$ 20 plus taxes.

**8. Test Results and Certification:**

- Test results are provided immediately on the portal upon completion. You will also receive the final [certificate](#) via email.

For any technical issues, please contact ActiCert Support at +1-905-487-7043 or [support@acticert.com](mailto:support@acticert.com) for assistance.

## Steps to download the Safe Exam browser:

### 1. Click on the “Download Safe Exam Browser” button as shown below.

The Safe Exam Browser keys could not be validated. Check that you're using Safe Exam Browser with the correct configuration file.

Download Safe Exam Browser

Launch Safe Exam Browser

Download configuration

Back to the course

### 2. A new page will open. Download the Safe Exam Browser from the link provided according to your device specifications.

#### Windows

##### Safe Exam Browser 3.7.0 for Windows

###### Safe Exam Browser 3.7.0 for Windows 10 and 11

SHA1: 60a14a553d230fb15caa7165111479d1e4a61f95

Download from [GitHub project site](#).

This feature update introduces the optional screen proctoring functionality, resolves an issue with the isolated clipboard and adds various new configuration options as well as important bug fixes and improvements. Below a list of the most prominent new features and changes:

- Implemented optional screen proctoring functionality including metadata collection and network redundancy.
- Implemented cross-window sharing of clipboard content for isolated clipboard policy.
- Added new configuration keys to allow down- and uploads separately and disabled down- and uploads by default.
- Introduced new configuration key to control verification of cursor configuration.
- Added Indonesian translation.
- Updated browser engine to version 121.3.130 (Chromium version 121.0.6167.184).

See [release notes](#) for all changes and read the [manual](#) for more information.

#### macOS

##### Safe Exam Browser 3.3.2 for macOS

###### Current version of Safe Exam Browser for macOS 14, 13, 12, 11, 10.15, 10.14, 10.13

Build 1456D. SHA1: 51d64980c5e5df6123ec094bb76130de0d6b5b38

Download from [GitHub project site](#).

SEB 3.3 improves accessibility and security and allows to export SEB settings as fully contained configuration links or QR codes.

**3. After downloading, click on “Launch Safe Exam Browser.”**

The Safe Exam Browser keys could not be validated. Check that you're using Safe Exam Browser with the correct configuration file.

Download Safe Exam Browser

Launch Safe Exam Browser

Download configuration

Back to the course

**4. Login using the Moodle username and password sent to you.**

**5. If any issues arise, try closing the browser and any other running applications.**

**6. If no issues persist, click on “Attempt the Exam.”**