



NLN Pre-Admission (PAX) Registration for Proctorio Hy-flex

Step # 1 – Registration URL: Shoreline Community College

<https://ondemand.questionmark.com/home/405669/user/register/site/5ea30c8a61872>

- Username: (Please note: the NLN recommends using your email address as your username.)
- Email Address: (Please note: the NLN recommends using your school email address.)

Please verify that your school name is listed as your Membership

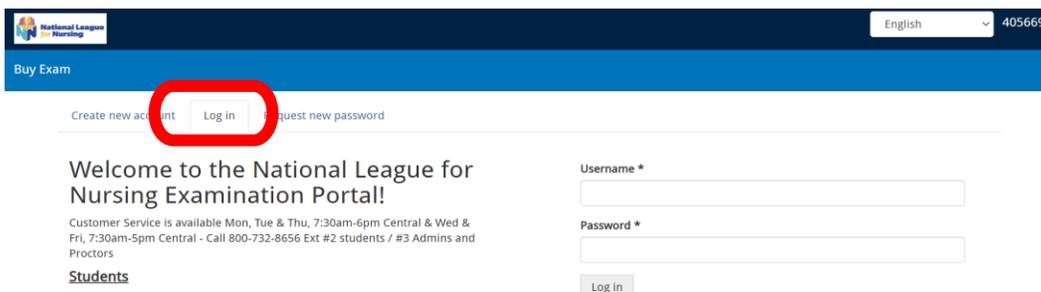
The screenshot shows the registration interface for the National League for Nursing. At the top, there is a navigation bar with the NLN logo, a language dropdown set to 'English', and the user ID '405669'. Below this is a blue bar with the text 'Buy Exam'. The main content area is titled 'Create new account' and contains several input fields: 'Username *', 'E-mail address *', and a 'Membership' dropdown menu. The 'Membership' dropdown is highlighted with a red circle, and the selected option is 'Salish Kootenai College - Pablo'. Below these fields is a list of instructions: 'First and Last Name', 'Date of Birth', 'City, State and Phone', and 'Click on Create New Account'. At the bottom of the form, there is a 'Primary Address' section with fields for 'City *', 'State *', and 'Phone *'. The 'Create new account' button at the very bottom is also highlighted with a red circle.

- First and Last Name
- Date of Birth
- City, State and Phone
- Click on Create New Account

You will receive an email from 405669. Click on the link provided in the email. It will then direct you to create your password – click Login.

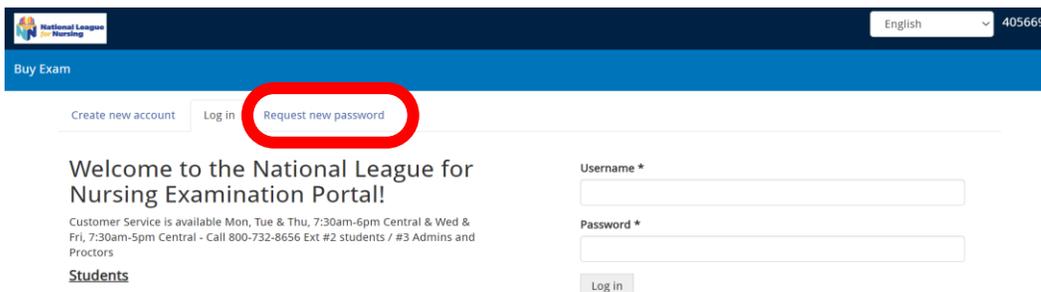
- Enter your new password
- Change your time zone to your local time
- Click Save

Already have an account – Simply log in using your username and password. *(Note: If you attempt to log into your account with the incorrect password more than 5 times your account will be locked for 15 minutes, and you will need to request a new password.)*



The screenshot shows the top navigation bar with the National League for Nursing logo, a language dropdown set to 'English', and the number '405669'. Below the navigation bar is a blue banner with 'Buy Exam'. Underneath, there are three buttons: 'Create new account', 'Log in', and 'Request new password'. The 'Log in' button is circled in red. The main content area includes a welcome message, customer service hours, and a 'Students' link. On the right, there are input fields for 'Username *' and 'Password *', and a 'Log in' button.

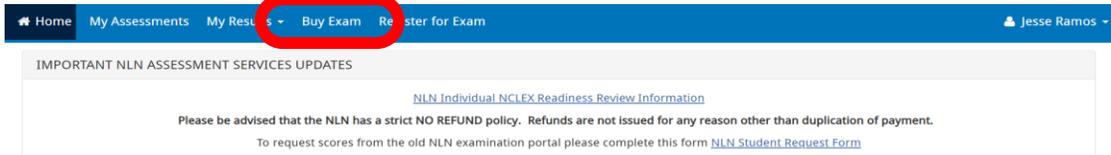
Already have an account but forgot password- Click on request new password on the landing page. An email will be sent to you with a link. Click the link within your email and reset password.



The screenshot shows the same top navigation bar and blue banner as the previous image. In this version, the 'Request new password' button is circled in red. The rest of the page content, including the welcome message, customer service hours, 'Students' link, and the login form on the right, is identical to the previous screenshot.

Step # 2 - Register for HyFlex exams

- Go to the top of the page and select “Buy Exam”.



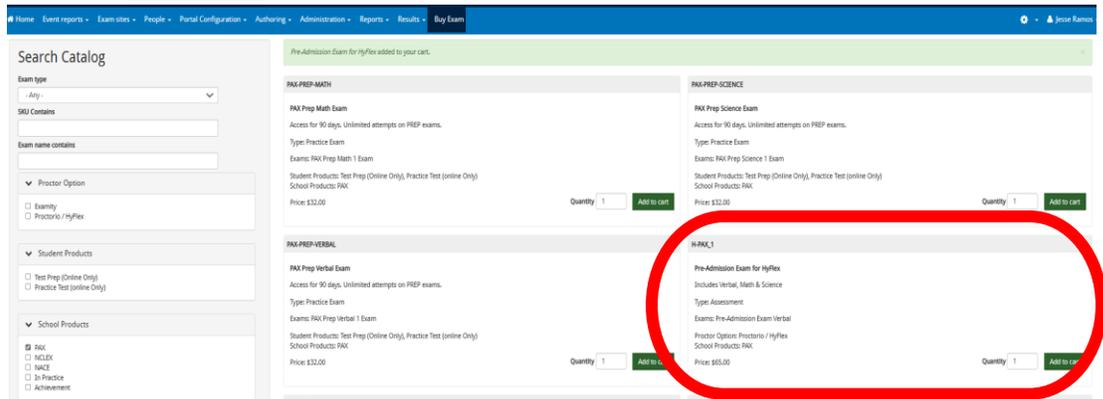
- On the Left hand side you will see “Search Catalog” Scroll down and put a check mark in the box next to “PAX” and click apply

The screenshot shows the "Search Catalog" form. The navigation bar at the top includes Home, My Assessments, My Results, Buy Exam (highlighted with a red circle), and Register for Exam. The form contains the following sections:

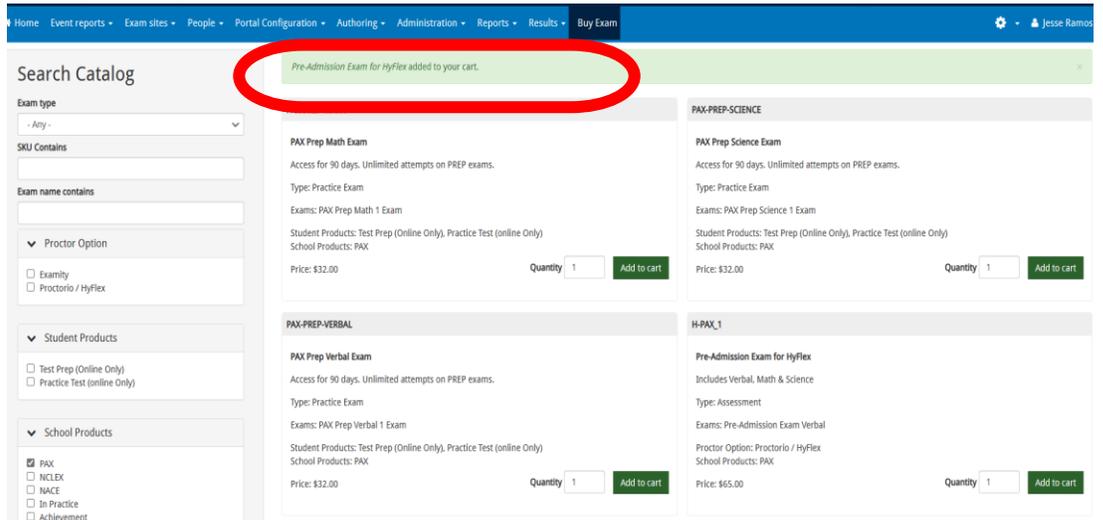
- Exam type**: A dropdown menu with the selected option "- Any -".
- SKU Contains**: An empty text input field.
- Exam name contains**: An empty text input field.
- Proctor Option**: A section with two checkboxes: "Examiity" (unchecked) and "Proctorio / HyFlex" (unchecked).
- Student Products**: A section with two checkboxes: "Test Prep (Online Only)" (unchecked) and "Practice Test (online Only)" (unchecked).
- School Products**: A section with four checkboxes: "PAX" (checked and highlighted with a red circle), "NACE" (unchecked), "In Practice" (unchecked), and "Achievement" (unchecked).

At the bottom of the form are two buttons: "Apply" and "Reset".

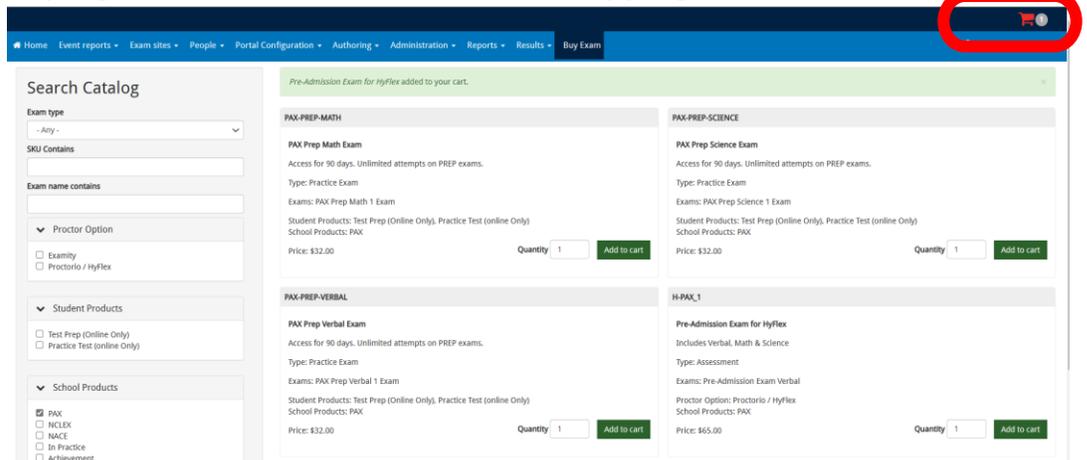
- Choose **H-PAX-1** and click on add to cart



- Verify that your Pre-Admission exam has been added to your cart



- Top right hand corner Click on “Red shopping cart”



- The payment screen will automatically populate

Home Event reports Exam sites People Portal Configuration Authoring Administration Reports Results Buy Exam Settings Profile Jesse Ramos

Product	Price	Quantity	Remove	Total
Pre-Admission Exam for HyFlex	\$65.00	1	Remove	\$65.00

Total: \$65.00

Update cart Checkout

- Verify the quantity

Home Event reports Exam sites People Portal Configuration Authoring Administration Reports Results Buy Exam Settings Profile Jesse Ramos

Product	Price	Quantity	Remove	Total
Pre-Admission Exam for HyFlex	\$65.00	1	Remove	\$65.00

Total: \$65.00

Update cart Checkout

- Update your cart

Home Event reports Exam sites People Portal Configuration Authoring Administration Reports Results Buy Exam Settings Profile Jesse Ramos

Product	Price	Quantity	Remove	Total
Pre-Admission Exam for HyFlex	\$65.00	1	Remove	\$65.00

Total: \$65.00

Update cart Checkout

- Check out

Home Event reports Exam sites People Portal Configuration Authoring Administration Reports Results Buy Exam Settings Profile Jesse Ramos

Product	Price	Quantity	Remove	Total
Pre-Admission Exam for HyFlex	\$65.00	1	Remove	\$65.00

Total: \$65.00

Update cart Checkout

- Skip the voucher information

Shopping cart contents

Product	Price	Quantity	Total
Pre-Admission Exam for HyFlex	\$65.00	1.00	\$65.00
Order total			\$65.00

Exam Voucher Code

Do you have a voucher code? Enter it below for a free or discounted exam!

Voucher Code

Add voucher

- Click on continue to next step verify the information

Shopping cart contents

Product	Price	Quantity	Total
Pre-Admission Exam for HyFlex	\$65.00	1.00	\$65.00
Order total			\$65.00

Exam Voucher Code

Do you have a voucher code? Enter it below for a free or discounted exam!

Voucher Code

Add voucher

Continue to next step or Cancel

- Click on continue to next step

Home Event reports Exam sites People Portal Configuration Authoring Administration Reports Results Buy Exam

Review your order before continuing.

Shopping cart contents

Product	Price	Quantity	Total
Pre-Admission Exam for HyFlex	\$65.00	1.00	\$65.00
Order total			\$65.00

Account information

E-mail address jramos@NLN.ORG

Payment

Pay with Credit Card via Avangate

Continue to next step or Go back

- Fill out the credit card information

Secure Checkout

Billing Information

Licensed to: Person Company

First name*:

Last name*:

Address*:

City*:

Zip or postal code:

Country*:

State or province:

Email*:

Confirm email*:

Payment Options

Billing currency*:

Card number*:

Card expiration date*:

Security code*:

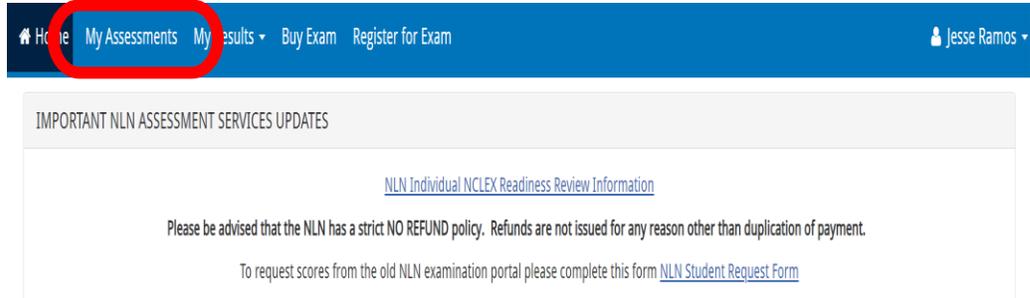
Card holder name*:

Continue

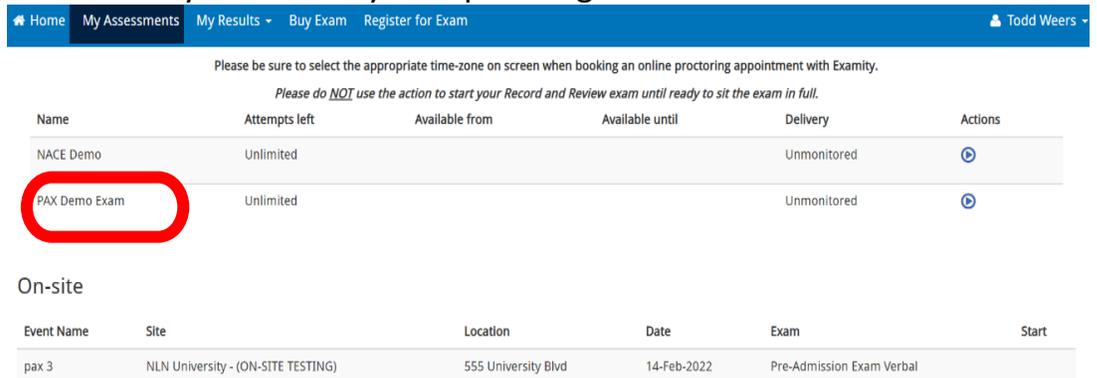
- Accept the terms and conditions and click continue

Step # 3 - VERIFY THE EXAM IS IN YOUR ACCOUNT

- After you have completed your payment Click on the “MY ASSESSMENTS Tab” at the top of the page.



- Listed here you will see your upcoming exam information.



- When you are ready to take your exam you can click on the play button. **DO NOT** click on the play button unless you are ready to take your exam.

