How do I sit an exam?

Overview and General	Video	Assessor	Video	Account Management	Video
Welcome to the TLM How To pages [1]		Assessors [2]		What is account management? [3]	
What is TLM all about? [4]		What is an assessor? [5]		How do I change my password? [6]	
What is on the website? [7]		How do I get started as an assessor? [8]		How do I get a new password? [9]	
What is the Baseline Testing all about? [10]		How do I create an account on the Markbook Site? [11]		How do my learners submit evidence? [12]	
What are your assessment methods? [13]		How do I create an account on the Learning Site? [14]		How do I create evidence and assess it as a learner? [15]	
What are the Grading Levels? [16]		How do I find my assessor ID? [17]		How do I track the progress of my learners? [18]	
What qualifications does TLM offer? [19]		How do I find a learner ID? [20]		Do you have some samples of student's work? [21]	
Where do I log in? [22]		How do I administer and manage learners? [23]			
How do I contact you? [24]		How do I add learners to the Learning Site?			
Where do I find the handbooks? [25]		How do I set up an exam for my groups?			
What does the Learning Site do? [26]		Example work for most popular L1 / L2 Units [27]			
What does the Markbook Site do? [28]		Support Materials from existing centres: Neale Wade [29], Mounts Bay [30]			
Where can I see some general videos? [31]		Past Papers: Exam 4 [32] (please contact Office for mark scheme)			

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Tests, Examinations and coursework	Video	Content Management	Video	Best Practise	Video
What are the timings for coursework and exams? [33]		What can I do on the Learning Site? [35]		How do I pull all of this information together? [36]	
What tests or examinations does TLM offer? [34]					
How do I create groups for the regulated exam? [37]		What resources can I make on the Learning Site? [38]		What is the best way for learners to manage projects here? [39]	
How do I create groups? [37]		How do I make a basic page for evidence? [40]		What is the best way to receive and manage evidence? [41]	
How do I put students into groups? [42]		How do I use the rich-text editor? [43]		How do I create pure HTML pages? [44]	
How do I notify you that I have work which requires moderation? [45]		How do I disable the rich-text editor? [46]		How do I get good marks in my projects? [47]	
How do I notify you that I am ready for a regulated test? [48]		How do I insert an image into my pages? [49]		Where can I see a range of student exemplar work? [50]	
How do I set the exam? [48]		How do I let people download a file from my pages? [51]		Where can I see examples of good blogs? [52]	
How do I choose which exam students will take? [53]		How do I upload a file to my pages? [54]		Where can I see good examples of ePortfolios? [55]	
How does the mock, real, re-set triage work? [56]		How do I add large files to my pages? [57]		Where can I discuss with colleagues some best practices? [58]	
How do I administer an exam? [59]		How do I view my files? [60]			
How do I deal with problems that may arise? [61]		How do I delete a file? [62]			
How will I		How do I find			

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receive the grades for a regulated exam? [63]
How do I print certificates once they are graded? [63]
How can I see the student's exam scores? [66]
Is there somewhere to be able to practice the exams? [68] (see also Assessor section, past papers)

the pages I have created? [64]
How do I edit or delete my pages? [65]
How do I view my blog? [67]
How do I edit or delete a blog entry? [69]
How do I find somebody else's blog? [70]

Baseline Testing	**Video**
How do I register students for the Baseline Test? [71]	
Where do I go for discussions about the Baseline Test? [72]	
How do I see results of the Baseline Tests? [73]	

Exams Officer (in progress)	**Video**
What is my role when working with TLM?	
What does the Learning Site Do?	
What does the Markbook Site do?	
What are the timings for coursework and exams? [74]	
What tests or examinations does TLM offer? [75]	
How do I set an exam? [76]	
How do I choose which exam the students take? [77]	
How does the Mock, Real, Re-Sit Triage work?	

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[78]
How do I administer an exam? [79]
How will I receive grades for a regulated exam? [80]
How do I print certificates once they are graded? [81]
Malpractice form R1 [82]

Source URL: https://theingots.org/community/howto-landing

Links
[1] http://theingots.org/community/howto-overview#welcome
[2] http://theingots.org/community/howto-assessors#assessor
[3] http://theingots.org/community/howto-account-management#what-is-am
[4] https://theingots.org/community/howto-overview#overview-why-tlm
[5] http://theingots.org/community/howto-assessors#assessor?
[6] http://theingots.org/community/howto-account-management#pw-change
[7] http://theingots.org/community/howto-overview#overview-why
[8] http://theingots.org/community/howto-assessors#assessor-start
[9] http://theingots.org/community/howto-account-management#new-pw
[10] http://theingots.org/community/howto-overview#overview-baseline
[11] http://theingots.org/community/howto-assessors#mb-account
[12] http://theingots.org/community/howto-account-management#submit-ev
[13] http://theingots.org/community/howto-overview#overview-assessment
[14] http://theingots.org/community/howto-assessors#ls-account
[15] http://theingots.org/community/howto-account-management#create-ev
[16] http://theingots.org/community/howto-overview#grading
[17] http://theingots.org/community/howto-assessors#assessor-id
[18] http://theingots.org/community/howto-account-management#track-prog
[19] http://theingots.org/community/howto-overview#qualifications
[20] http://theingots.org/community/howto-assessors#learner-id
[21] http://theingots.org/community/howto-account-management#learner-sample
[22] http://theingots.org/community/howto-overview#login
[23] http://theingots.org/community/howto-assessors#admin
[24] http://theingots.org/community/howto-overview#contact
[25] https://theingots.org/community/handbook2
[26] http://theingots.org/community/howto-overview#ls-video
[27] https://www.dropbox.com/sh/ur3o60riypahldt/AAAt8fTtVu_auF63xCazqdyMa?dl=0
[28] http://theingots.org/community/howto-overview#mb-video
[29] https://theingots.org/community/sites/default/files/uploads/user4107/IT%20User%20Skills%20Theory%20Booklet.pptx
[30] https://theingots.org/community/sites/default/files/uploads/user4107/ITQ%20revision_v2.pdf
[31] http://theingots.org/community/howto-overview#videos
[32] https://theingots.org/community/sites/default/files/uploads/user4107/6006688X_TLM_Level_2_Certificate_in_Open_Systems_and_Enterprise_Real_Examination_4.pdf

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[33] https://theingots.org/community/assessment_timings
[34] http://theingots.org/community/howto-tests#tests
[35] http://theingots.org/community/howto-content#ls-what
[36] http://theingots.org/community/howto-best-practice#bp-pull
[37] http://theingots.org/community/howto-tests#exam-group
[38] http://theingots.org/community/howto-content#ls-make
[39] http://theingots.org/community/howto-best-practice#bp-projects
[40] http://theingots.org/community/howto-content#ls-page
[41] http://theingots.org/community/howto-best-practice#bp-evidence
[42] http://theingots.org/community/howto-tests#exam-move
[43] http://theingots.org/community/howto-content#ls-rte
[44] http://theingots.org/community/howto-best-practice#bp-html
[45] https://theingots.org/community/how_to-moderation
[46] http://theingots.org/community/howto-content#ls-no-rte
[47] http://theingots.org/community/howto-best-practice#bp-marks
[48] http://theingots.org/community/howto-tests#exam-set
[49] http://theingots.org/community/howto-content#ls-image
[50] http://theingots.org/community/howto-best-practice#bp-range
[51] http://theingots.org/community/howto-content#ls-download
[52] http://theingots.org/community/howto-best-practice#bp-blogs
[53] http://theingots.org/community/howto-tests#triage
[54] http://theingots.org/community/howto-content#ls-upload
[55] http://theingots.org/community/howto-best-practice#bp-portfolio
[56] http://theingots.org/community/howto-tests#exam-admin
[57] http://theingots.org/community/howto-content#ls-large
[58] http://theingots.org/community/howto-best-practice#bp-discuss
[59] http://theingots.org/community/howto-tests#exam-problems
[60] http://theingots.org/community/howto-content#ls-view
[61] http://theingots.org/community/howto-tests#exam-grades
[62] http://theingots.org/community/howto-content#ls-delete
[63] http://theingots.org/community/howto-tests#certificates
[64] http://theingots.org/community/howto-content#ls-find
[65] http://theingots.org/community/howto-content#ls-edit
[66] http://theingots.org/community/howto-tests#examscore
[67] http://theingots.org/community/howto-content#ls-blog-view
[68] https://learning.tlm.org.uk/
[69] http://theingots.org/community/howto-content#ls-blog-edit
[70] http://theingots.org/community/howto-content#ls-blog-find
[71] http://theingots.org/community/howto-baseline#bl-register
[72] http://theingots.org/community/howto-baseline#bl-google
[73] http://theingots.org/community/howto-baseline#bl-results
[74] https://theingots.org/community/node/115208
[75] https://theingots.org/community/node/115207
[76] https://theingots.org/community/node/115212
[77] https://theingots.org/community/node/115206
[78] https://theingots.org/community/node/115205
[79] https://theingots.org/community/node/113843
[80] https://theingots.org/community/node/115196
[81] https://theingots.org/community/node/115204
[82] https://theingots.org/community/sites/default/files/uploads/user4107/TLM%20R1%20Candidate%20Malpractice.doc

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