CERTIPORT®

A PEARSON VUE BUSINESS

ESB U.S. - Exam Tutorial

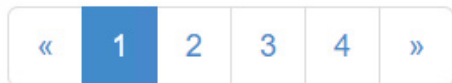# Welcome to the Entrepreneurship and Small Business – U.S. exam.

To minimize errors and confusion during the exam, please read the following notes and instructions carefully.

This Entrepreneurship and Small Business exam has:

- 45 items
- a maximum allowed time of 50 minutes.

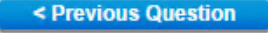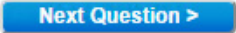The following screens provide additional notes and instructions related to exam functionality. It is critical that you carefully read these instructions before beginning the exam. Time spent reviewing these screens does not count against the total time allotted for completion of the exam.

Proceed to the next page to continue the tutorial.

The Exam Interface and Controls

After you complete this series of information screens, the exam software will launch the exam. During the exam, you will see the exam interface (containing the exam questions) and exam controls across the bottom of the screen. Each of the exam controls and their functions are described below.

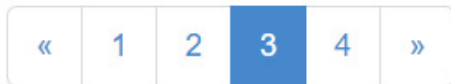|	
15/60	The Counter on the bottom right tracks how many questions you have completed and how many remain.
00:44:36	The Timer starts when the first question appears on your screen. The Timer displays the remaining exam time. Note: transition time between questions is not counted against total allotted exam time.
☐ **Mark for Review**	Select the Mark for Review check box to return to a question at the end of the exam. The question will be marked in the review screen that appears at the end of the exam.
Reset	The Reset button enables you to restart work on a question if you think you have made an error. Note: the Reset button will not restart the entire exam nor extend the total allotted exam time.
< Previous Question	Click the Previous Question button to return to the previous question.
Next Question >	Click the Next Question button to move to the next question.
Menu	Click the Menu button to go to the review screen.
⌨	In this exam, you are allowed to use a calculator. Each question in the exam includes a calculator button.
A A **A**	Clicking the Zoom icon enables you to increase or decrease font size of the question text.

Proceed to the next page to continue the tutorial.

The Review Screen Interface and Controls

After completing all the exam questions, you will be presented with the Review Screen. Here you will see a list of all the questions in the exam and their status. The icons below will explain the status of each individual question. As long as you have time left on the timer, feel free to revisit any question and submit a new answer.

◆	This icon indicates that the question is marked for review.
Return to question	Click the "Return to question" link to load the particular question you are interested in.
Click here to exit the exam	Click the "Click here to exit the exam" button to finish the exam and upload your results.

Proceed to the next page to continue the tutorial.

Test-Taking Tips

Follow Instructions

Follow all instructions provided in each question completely and accurately.

Keyboard Navigation

You can navigate through the exam by using the **Tab** key. You can select answer choices or click buttons by using the **Enter** Key.

Exam Time

The exam timer works against the time spent answering the questions and does not count the time required by the computer between questions.

Unscored Items

This exam might include unscored questions. These questions appear randomly and are not scored; as a result, they have no effect on your final score. The data will be used to update and improve the quality of the exam.

Click Begin Exam to begin the test.