

2024 ACVS Phase II Surgical Competency Examination Navigation Hints for Taking the Examination

Once the Pearson proctor signs you into the exam, initially it may take up to 30 seconds for the exam to load, during which time you will see a blank screen. This time may feel long, but rest assured the load time is expected.

When moving from one page to the next you must click the 'Next' box at the bottom of the page. This will move you to the next page and you will not be able to move back. Your answers are saved for each page when you click the 'Next' button. Click the 'Next' button only once. It may take a few seconds to load the next page. However, if you do click multiple times, it will NOT adversely affect the timer on the next page or your stored responses.

The 'Enter' button does not move you to a new line. If you wish to indicate a new line in your answer, please type a backslash (\). You can also list multiple things separated by a semicolon, comma, or space.

Answers are saved every time you move to a new page.

If there is a problem, notify the proctor who will contact HumRRO (the ACVS examination service) to see if the problem can be resolved in a timely fashion. If the problem cannot be resolved in a timely fashion, please call the ACVS office immediately. ACVS will provide emergency contacts several days before the examination.

If the screen freezes, notify the proctor so they can reboot the exam. If your exam needs to be rebooted, your answers on previous pages will have been saved except for the page you were actively working on at the time of the reboot. If the exam is rebooted, the timer for the page you were working on at the time of the reboot will restart as well.

If there are four answers requested there will generally be four boxes to fill in or list four things separated by a semi-colon, comma, or space.

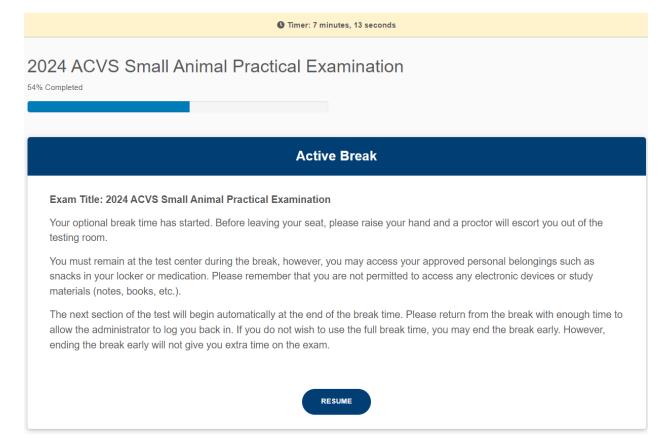
If the answer is a percent, give a whole number – e.g., 30 not 0.3. Do not give a range. When these questions are graded, a predetermined range is accepted but your answer must be a whole number.

Most literature questions will be presented in a separate literature section, although some literature questions will be presented within the cases.

<u>Breaks</u>: Halfway through the exam you will be given an opportunity to take a 15-minute break. When it is time for the break you will first be asked if you want to take the break. If you want the break, select 'Yes' and click the 'Submit' button. If you would like to skip the break, select 'No' and click the 'Submit' button. If you select 'No', the system will move to the next page in the exam. If you do not answer the question the system will assume you want to take the break and it will move to the active break screen. Declining the break does not give you more time for the second half of the exam.

You may now take an optional 15-minute break.
Time spent on this break WILL NOT decrease your available exam time. If you do not take this break, your exam will continue.
If you want to take this break, click Yes and raise your hand for assistance. Do you want to take this break?
○ Yes
○ No
SUBMIT

The break timer is shown at the top of the active break screen. Once you see the active break screen, raise your hand, and a proctor will escort you from the testing room. The break timer will continue to run during the break. At the end of the break time, the exam will automatically advance to the next page of the test that follows the break. Please make sure to arrive back from your break with enough time for the proctor to check you in. When you are ready to begin the second half of the test, click the 'Resume' button on the bottom of the active break page. You can end your break early by clicking 'Resume' if you do not need the full 15-minute break. Ending the break early does not give you more time for the second half of the exam.



Images:

To enlarge an image, simply click the blue link with the image name (e.g., Image 1.1). Images should not be bigger than the screen but if they are, you can use the scroll button on the right to scroll vertically. To use the horizontal scroll bar, you'll first need to scroll to the bottom of the image. To close the image, scroll to the top and click the "X" in the upper right corner. If you don't see the "X", be sure you've scrolled to the top. Do not download the images.

Playing Videos:

- For each video there is a link provided to the video with the name of the video (e.g., Video 1.1)
 For best viewing, use the blue link to enlarge the video rather than the square, enlargement icon.
- Do **not** download the video, doing so will cause the exam to freeze.
- Click the play button in the lower left corner of the video screen to start the video
- Use the slider at the bottom to move forwards and backwards within the video
- Be patient and allow time for the video to move after using the slider at the bottom. That is, there is a slight lag between when you move the slider and when the video advances.
- If the video overfills the screen, you can scroll back up to the top right corner for the 'X' to exit full screen mode after viewing the video.
- Do not use the 'escape' button to exit the video. Use the 'X' in the top right corner of the screen.