

Digital Exams End of Year Student checklist 2024

Before exam day

Prepare yourself

- Try out the practice activities on the [digital exams](#) page of our website. This will help you get familiar with the digital external assessment platform.
- Look at the [Find past digital external assessments](#) page on our website to familiarise yourself with digital exams.
- Create an account on the [Login](#) page if you are new to NCEA.
OR
- Make sure you remember your email or username and password if you've already got an account. [Login](#) and check everything is correct. You'll use your NZQA Learner login details to log in to the exam.

Prepare your device

- If you're using a school owned device, complete the practice activities on this device.
- If you're doing a language listening standard or Te Reo Rangatira exam, check your headphones are compatible with your device.
- If you are providing your own device, complete the [digital assessment device check](#) on our website and make sure:
 - you use one of these browsers:
Chrome 95+ or Safari 11+
 - you use one of these operating systems:
Chrome OS, Windows 8.1, 10+ or
Apple Mac OS 10.15+
 - if you have a VPN installed on your device that the location appears to be New Zealand
 - you know how to disable notifications, screensaver and automatic updates.

On exam day

Remember to bring:

- your admission slip.
- your fully charged device.
- pens (black and blue colours are allowed) to take notes or in case you need to switch to paper.
- headphones (if you're doing a language listening standard or Te Reo Rangatira exam).
- your emergency evacuation pack: clear, sealable plastic bag containing phone (switched off), watch (alarms/notifications disabled), keys, money, bus pass, face mask and medicines.
- a fully charged power bank, stored in your emergency pack (optional).

On exam day:

- arrive at least 30 minutes early to set up.
- you can ask your supervisor to plug in your power bank during the exam.
- login from the NZQA homepage using your NZQA Learner login details.
- ask your exam supervisor for help if you have trouble logging in.
- you can switch to paper between standards but can't switch back to digital.
- you can choose to do your exam on paper if you don't agree to NZQA collecting digital activity data.

After exams

- Access your marked digital exam scripts through the digital external assessment platform in late January.
- Access your results from your NZQA Learner login mid to late January.
- Apply for a review or reconsideration if you choose to. More information can be found on our webpage: [Reviews and Reconsiderations](#).
- Find support on our webpage: [Managing the pressure of exam results](#).