

# Summer Publishing CME Online Test

To ensure you have a great testing experience, here are some tips and troubleshooting information.

## ***Taking Your Test:***

- **Before Taking your Test**, make sure you are in an environment where you will not be disturbed.
- **Your answers are saved** as you submit each one, not at the end of the test. This means you will not lose any work.
- **Make a note of your email address** and password or book code in case you have to re-login to retake a failed test.

## ***During the Test:***

- **Avoid using the browser *back button*** during the Test, as this will not work. To go back to previous question pages, use the “Previous” button at the bottom of the question page.
- **You must answer all questions on a page** before advancing to the next page.
- **You can bookmark any question** to return to that question to review and change the answer.
- **Use “See All Questions” on the top of the test question page** to conveniently view your bookmarked questions.

## ***How to avoid being locked out of a test:***

1. Stay connected to the Internet during your test.
2. Do not click away from the Test until you have submitted your answers and finished the Test.

## ***Troubleshooting:***

- **If your Test page freezes**, you can always click refresh on your web browser and the Test will reload on the same question.
- **If your computer or Web browser has a problem or they are closed**, using the same Web browser, re-open your Web Browser and go to the Start Link for the test. You will be taken back to the last question you were on and you will be able to resume your Test.
- **How do I return to the questions** once I have selected “Finished”? You can’t; unless you are returning to retake a failed exam.

## ***Paying for your Test:***

- A **“pop-up” window** will appear for payment with either PayPal or credit card. After successfully paying for the Test, click the Close button to close the window, and select “Continue” to proceed to the Test.
  - **If the Continue button does not take you to your Test**, refresh your browser window and click Continue again.
  - **If you still cannot access your Test**, go back to the test Start Link and select Start the Test again using the same email address and password. You will then be able to take the Test without the payment option appearing.