Steps to Launch the Prometric National Nurse Aide Interactive Practice Exam

1. Log onto [www.prometric.com/nurseaide](http://www.prometric.com/nurseaide) and click on to the National Nurse Aide Interactive Practice Exam link. Once in the link, click on Access the National Nurse Aide Interactive Practice Exam.

2. Click on First Time Registration. If you have taken a previous Practice Test with Prometric you may choose Secure Sign In. You will need to remember your username and password to log in as a secure user.

3. On the next screen you will see “Nurse Aide Program” listed, there is no other option. Please click continue.

4. Please read the confidentiality agreement, please click “I Agree”.

**Privacy Notice for Users of Prometric Systems**

At Prometric, protection of your personal information, and making sure you understand how and why it is processed, is of paramount importance to us. As a data processor for your test sponsor, Prometric processes your personal information only for the purposes of registering and scheduling you for a test, administering that test, and processing the results. At no time will your personal information be used by Prometric for any other purpose without your permission. Your personal information, including your test results, will be provided to your test sponsor for the purposes of providing scores, certification, or other benefits to you. Prometric may also disclose your personal information to other Prometric entities for the purpose of providing you with testing information, administering the test, or processing your results. These Prometric entities may be located outside the country in which you take the test, and your personal information may be processed or stored there to provide results and information to your test sponsor. Adequate protection of your personal information is provided at all Prometric entities. You may access, limit the use of, or change your personal information by contacting your test sponsor during normal business hours. If you tests with multiple test sponsors, Prometric may update your personal information for all test sponsors upon receipt of a change to your personal information. The above processing is necessary to administer a test to you, and we cannot register you for a test if you do not agree to personal information processing by Prometric as described above. You will have to contact your test sponsor if you do not agree to this processing.
5. Please complete the registration page with as much information as possible. Fields marked with a red arrow must be filled out. Please follow on screen instructions as to how to fill in a password.

6. On the welcome page, click on continue.
7. On the Main Menu page, click “Take Test”.

8. Click “submit” in the first box under Public Tests.

   **Step 1: Select a Test Sponsor (or submit keycode)**

   Prometric offers both publicly available tests, as well as private tests. These private tests do not appear when navigating through the test list, but are only available by entering the keycode to unlock that test.

   **Public Tests**
   - Select the Sponsor of the Public Test Desired.
   - Submit

   **Private Tests**
   - Enter the Keycode for the Private Test Desired.
   - Submit

9. Click on the Practice Test you wish to take. Practice Test 1, 2 or 3.

10. Click on ‘Take this Test’.

11. Add your phone number and credit card number to this page. And then click “Preview”.

   **Step 5: Pay for the Test**

   Your credit card will also be verified by your address. You must supply the billing address where your credit card statements are received, or the transaction may be declined below to pay for your test.
12. Verify the information is correct and print this page as your receipt if needed. If all information is correct, click “Process Payment”.

Step 5: Payment Preview

Please verify the following information. If you find errors, click the Change Information button and correct the error. If everything is correct, click the Process Payment button. Note: Choosing the Process Payment button will result in your credit card being charged the amount listed.

<table>
<thead>
<tr>
<th>Billing Address Information</th>
<th>Credit Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heather Alexander</td>
<td>American Express</td>
</tr>
<tr>
<td></td>
<td>Expires</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Personal Information</th>
<th>Purchase Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email: <a href="mailto:heather.alexander@prometric.com">heather.alexander@prometric.com</a></td>
<td>Practice Written Test #1</td>
</tr>
<tr>
<td>Phone: 1111111112</td>
<td>Test Price</td>
</tr>
<tr>
<td></td>
<td>$1.00 USD</td>
</tr>
</tbody>
</table>

Total
$1.00 USD

Process Payment

Click on “Launch Test”.

Step 5: Pay for the Test

Credit card approved.

Receipt of Payment

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</table>

Date
12/02/2011 11:02:36 AM

Authorization code

Total Charged to Card
$1.00 USD

If you have any questions, please contact Online Customer Care at helpdesk@prometric.com.
14. Click on “Begin Test”.

15. After answering each question, be sure to click on “Show Answer” to see the correct answer, explanations and references.
16. When you have completed the exam, remember to click on “Item Feedback” to see a list of explanations and references used for your practice exam.