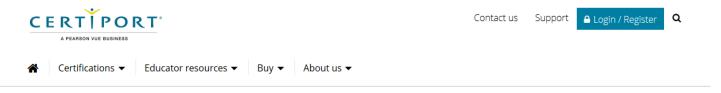
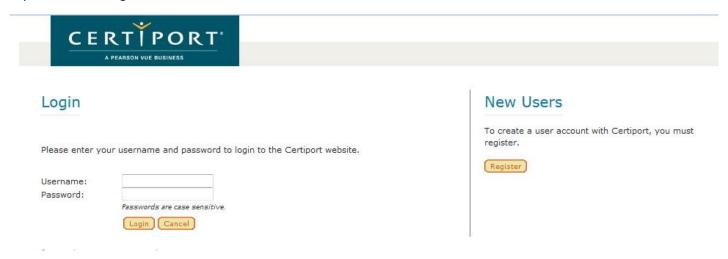
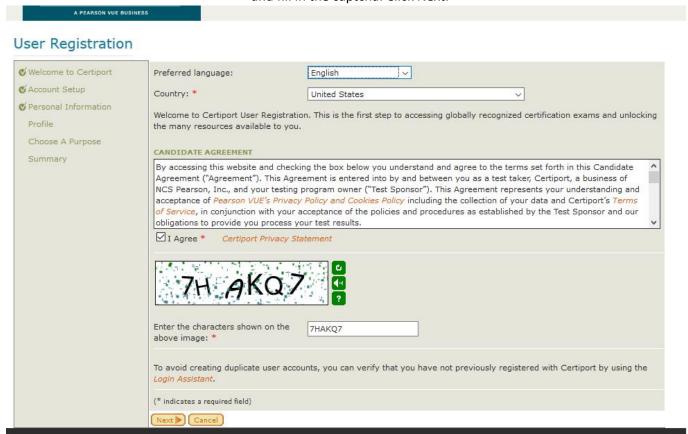
Step 1: Login to the website: <a href="https://certiport.pearsonvue.com/">https://certiport.pearsonvue.com/</a> and click on the Login/Register button.



Step 2: Click on "Register" under the "New Users" section.



Step 3: Choose English as your preferred language and United State as Your country. Agree to the Candidate agreement and fill in the captcha. Click Next.



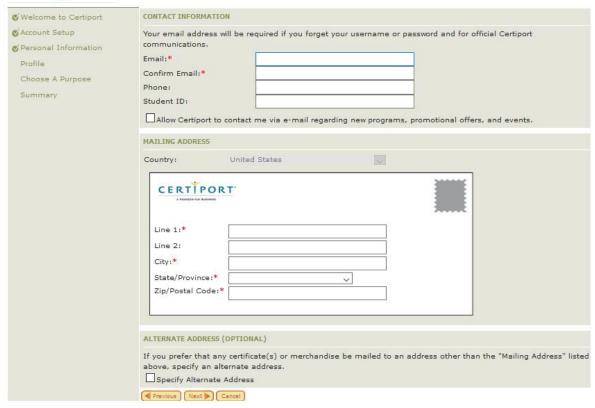
Step 4: Fill in your personal information and create a username (STUDENT NUMBER) and password (CURRENT LOGIN PASSWORD IS RECOMMENDED). Finally create two security questions. Click Next.

## User Registration

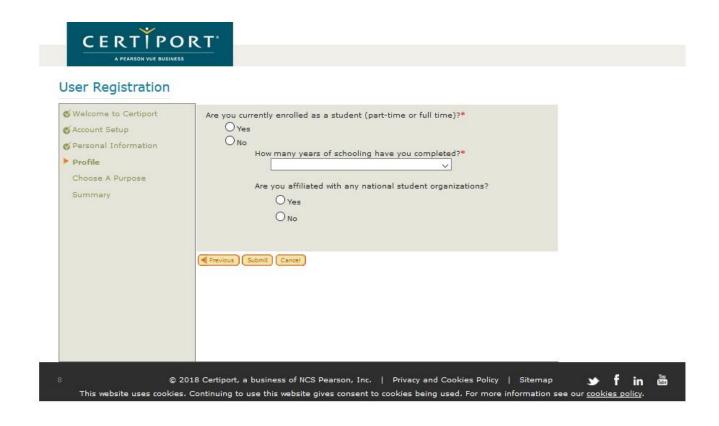
Welcome to Certiport	First name:*		
<b>⊘</b> Account Setup	Middle name:		
@ Personal Information	Last name:*		
Profile	Display surname first:		
Choose A Purpose	This is exactly how your name will appear on your certificate(s).		
Summary			
	Birthdate:*	Month Day Year	
	If you forget your username or password and need to use automated assistance to retrieve them, you will be asked for your birthdate in order to verify your identity.		
	LOGIN INFORMATION		
	Username: *		
	Password:*		
	Confirm password:*		
	Your username must have at least 6 characters. Your password must have at least 8 characters, and is case sensitive. Neither username nor password may contain spaces.		
	You will use this information to login to information. Keep your credentials	take exams, view your results, and access tools at www.certiport.com. You will receive an email containing this in a safe place.	
	SECURITY QUESTIONS/ANSWE	RS	
	If you forget your username or password, you will be asked to provide the answers to your security questions in order to verify your identity.		
	Security Question 1:*	What is your mother's name?	
	Security Answer 1:*		
	Security Question 2:*	In what city or town were you born?	
	Security Answer 2:*		
	Previous Next Cancel		

Step 5: Fill in contact information using student email (<u>STUDENTNUMBER@edu.leonschools.net</u>) and home mailing address (Use the digital envelope for mailing address, ex. Line 1 is your house number and street). Click Next.

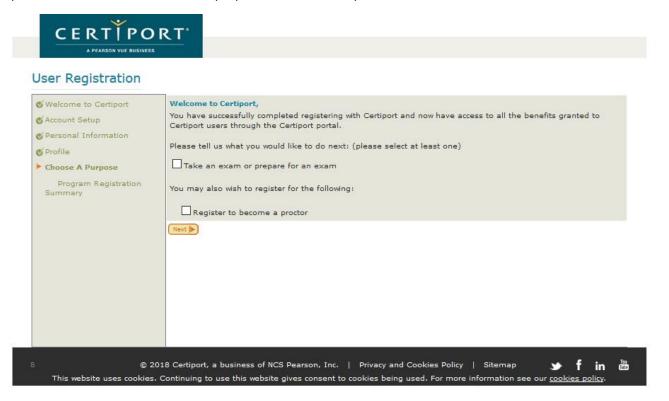
## User Registration



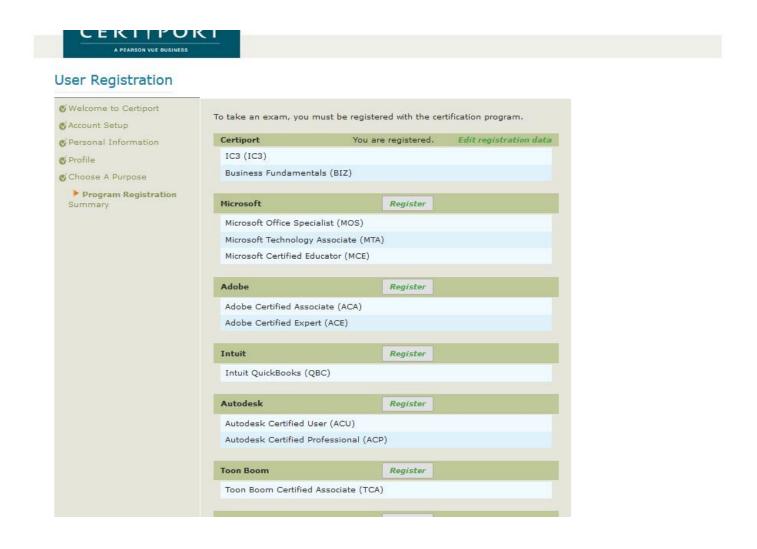
Step 6: Answer the following questions and fill in the appropriate numbers for the follow-up questions. Submit.



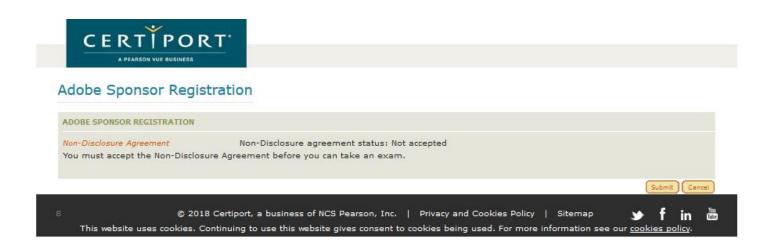
Step 7: Choose the "Take an exam or prepare for an exam" option.



Step 8: Click the register button for Certiport and the TYPE OF EXAM you are preparing for. IE. Microsoft, Adobe, etc.



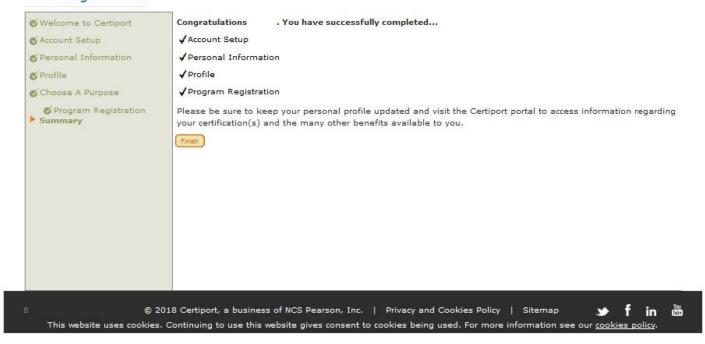
Step 9: Click on the Non-Disclosure Agreement, Read, Accept and Submit.



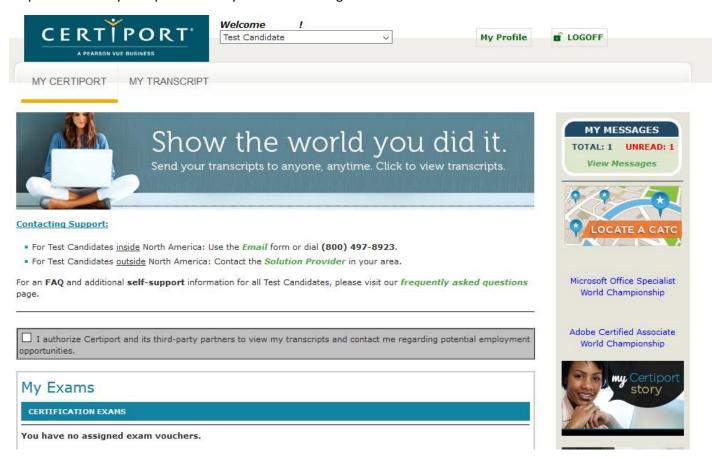
Step 10: confirm that that you completed all the steps and click finish.



## User Registration



Step 11: Go to "My Certiport" tab on your Welcome Page.



Step 12: Scroll down to the bottom of the page and find the "Exam Group ID" box and add your Teacher's Exam Group ID for your Exam (TEACHER WILL PROVIDE).

My Exams	
CERTIFICATION EXAMS	
You have no assigned exam vouchers.	
EXAM RESULTS	
No exams found.	
Taking an exam requires that you have an exam voucher. You voucher you already have.	
If you already have an exam voucher or license code, you of exam voucher or license codes are displayed above and ma	Purchase Exam Voucher can assign it to yourself before taking the exam. Your assigned by then be used to take an exam.  Assign Voucher or License To Me
If you have been asked to register for an Evam Group, you	may do so by entering the Exam Group ID here.

## Good luck on your Exam!