

Viewing learners Onscreen Test results

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Introduction

This guidance document is to take you through step by step how to view results for learners who have completed an Onscreen test .

Viewing Results by Test Booking

Log in to www.edexcelonline.co.uk and select one of the options from the qualification drop down of which your learner is registered against.



To find a set of results, use the **Booking search** option to find a test session and then click **Next**. If you do not know the exact information you can search within a time frame or by programme.

From here you can either select:

Create Pass List, which lists all candidates that have passed, or

Count of Reg which lists all candidates from that session, passed or failed, with their test score.

Programme		Test	Test Date	Start Time	Venue	Results received	Count of Reg
<input checked="" type="checkbox"/>	ABS	ADULT LITERACY LEVEL 1	14/08/2008	14:30	CTQ510	0	4

To view a particular candidate's result history select **Count of Reg**, select the candidate you require from the list then select **View All Results**.

Programme	Test	Venue	Test Date	Result	Test Score	Feedback
ABS	ADULT LITERACY LEVEL 1	CTQ510	22-04-2008 13:22	Fail	5 / 40	Feedback
ABS	ADULT NUMERACY LEVEL 1	OXG181	13-11-2007 15:22	Fail	3 / 40	Feedback

Viewing Results by Candidates

Complete the **Candidate search** section with the relevant information. You can complete as many or as few fields as needed, then select **Next**.

Candidate search

Registration Number	<input type="text"/>
Centre Reference	<input type="text"/>
First Name	<input type="text"/>
Last Name	<input type="text"/>
Cohort	<input type="text"/>
Date of Birth	<input type="text"/>
Gender	Any <input type="button" value="▼"/>

Once your candidate has been found, you will be able to see whether the learner has passed or failed. For Key Skills and Adult Literacy and Numeracy only, the **Feedback** option enables you to view an item-level (question by question) breakdown, which will assist in learner development.

Programme	Test	Venue	Test Date	Result	Test Score	Feedback
ABS	ADULT LITERACY LEVEL 1	GQJ749	29-05-2007 13:33	Fail	14 / 40	Feedback