#PUEAcademyTalk

Certifica a tus estudiantes de manera fácil y segura con **Compass Cloud**

La última solución de Certiport para simplificar
la realización de exámenes en tu centro

pue | academy

#PUEAcademyTalk

THÉO NOTTELET

Account Manager | PUE Academy

Cómo convertirse en centro oficial de certificación de Certiport

CLOUD

¿Qué es PUE Academy?

Acercamos la formación y certificación tecnológica al ámbito educativo con acciones formativas al profesorado, a las instituciones académicas y a sus alumnos a través de la gestión e implementación de las iniciativas académicas de las principales organizaciones y multinacionales del sector TIC.

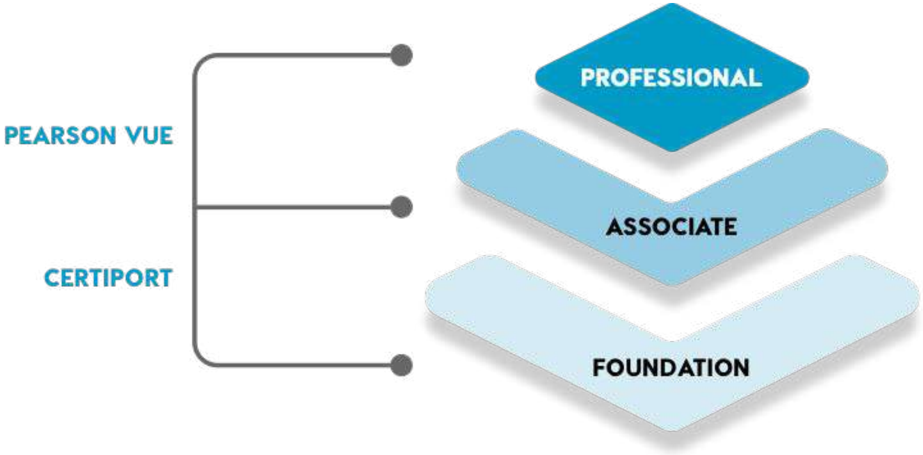
La **capacitación de la docencia,** así como la **empleabilidad** y **reconocimiento profesional** de los alumnos formados, son nuestros máximos objetivos.

+ 100.000
ESTUDIANTES

+ 900
DOCENTES FORMADOS

+ 1.000
CENTROS ADSCRITOS

Full-service solutions for the skilling journey


PEARSON VUE
CERTIPORT
PROFESSIONAL
ASSOCIATE
FOUNDATION

LEARN ▶ PRACTICE ▶ CERTIFY

Cisco Networking Academy
Linux Professional Institute
Adobe Certified Professional
IC3 Digital Literacy Certification
IT Information Technology Specialist
Microsoft
Microsoft Learn For Educators
paloalto NETWORKS
ORACLE Academy
RED HAT ACADEMY
COMMUNICATION SKILLS FOR BUSINESS
PMI Project Management Institute
vmware IT ACADEMY
Swift
Unity
AUTODESK

Nuestros servicios a la comunidad educativa TIC

- **Distribución, gestión e implementación** de las iniciativas académicas de las multinacionales de referencia en el sector tecnológico.
- **Soporte, apoyo y asesoramiento** en su despliegue.
- **Formación** oficial para docentes, staff técnico y estudiantes.
- **Acceso a recursos** docentes y material de estudio oficial.
- Servicios para facilitar la **certificación** de docentes y estudiantes: plataforma online PUE Certification Service y Certification Credits.
- Participación de los centros en las **comunidades educativas** de los diversos programas educativos y de certificación.
- **Recursos de marketing** para posicionar al centro en sus figuras oficiales.

Modalidades de suscripción

Programas disponibles de PUE Academy Center

Microsoft
Microsoft Learn For Educators

Microsoft CERTIFIED
Educator

Adobe
Certified Professional

CISCO Networking Academy

Office

Microsoft CERTIFIED FUNDAMENTALS

AUTODESK
Certified User

IC3
DIGITAL LITERACY CERTIFICATION

INFORMATION TECHNOLOGY SPECIALIST

COMMUNICATION SKILLS FOR BUSINESS

Project Management Institute.

Unity®

Swift

paloalto® NETWORKS

ORACLE Academy

vmware® IT ACADEMY

RED HAT ACADEMY

Practice Test de CertPrep

Es importante que los educadores evalúen adecuadamente los conocimientos del alumno. Con este fin, Certiport se ha asociado con **CertPrep** para ofrecer pruebas de práctica líderes en el sector. Estas pruebas, con funciones de información y conocimiento incluidas, garantizan que sus estudiantes estén adecuadamente preparados para realizar su examen de certificación.

Los Practice Test de CertPrep son personalizables, lo que le permite crear un entorno altamente eficaz que favorece el aprendizaje centrado en el alumno, y ofrecen dos modalidades distintas:

Modo "Testing"

Con esta modalidad, los estudiantes experimentan cómo serán los exámenes de certificación de manera realista, con pruebas de práctica cronometradas.

Modo “Training”

En esta modalidad, los estudiantes trabajan a su propio ritmo mientras reciben comentarios e instrucciones paso a paso para cada pregunta.

Certificaciones ilimitadas en:

PVP Examen **80€ - 100€ + IVA**

Office

Microsoft Certified Fundamentals

Microsoft Certified Educator

Cisco Certified CCST Cybersecurity

Cisco Certified CCST Networking

Unity®

Adobe Certified Professional

Project Management Institute.

Communication Skills for Business

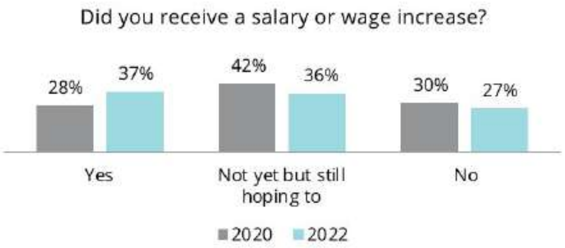
Information Technology Specialist

Swift

IC3 Digital Literacy Certification

Autodesk Certified User

El valor de las certificaciones


Did you receive a salary or wage increase?

Employer-facing candidate-reported benefits

Increased quality and value of work contributions	81%
Greater work autonomy and independence	74%
Increased efficiency (I produce more in less time)	72%
Increased productivity (I produce more overall)	72%
Greater ability to mentor and support my co-workers	82%
Able to perform a task or fill a role that I was not able to before	74%
Increased ability to innovate and enhance work processes and outcomes	77%

92% OF CANDIDATES are more confident in their abilities and **81%** have more confidence to explore new job opportunities.

35% EARNED A PAY INCREASE OF **30%** OR MORE.

Specialty areas by year and of future interest

	2022
Cloud Computing (IaaS, PaaS and SaaS)	16.1%
Cybersecurity	12.8%
Security	9.8%
Virtualization	5.5%
Networking and Wireless	12.8%
Servers	2.8%
Artificial Intelligence/Machine Learning	1.1%
DevOps	1.3%
Analytics, Big Data and Data Warehouse	3.4%
Storage	2.5%
Application (Software) Development	4.1%
IoT/Cloud Convergence	0.8%
Business Skills	1.3%
Operating Systems	1.4%
Project Management, Agile and/or Scrum	0.7%
Web Development	0.6%
Database Administration and Development	0.9%

Pearson
VUE

Pearson VUE 2023 Value of IT Certification, basado en 21000 profesionales que han preparado y obtenido una certificación IT

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Presentación del software de certificación Compass Cloud

MOUNAIM MAKHTARI

Sr. Director of Sales EMEA | Certiport

Compass Cloud

- Compass Cloud
    - In-person proctoring
    - Fully online solution
    - Browser-based technology
    - Does not require live-in-the-application (LITA) software
    - Supports Windows, Mac, and Chromebook platforms
    - Group proctoring capabilities
    - Enhanced exam scheduling
    - Simplified candidate experience

Compass Cloud

- GROUP PROCTORING
  - Single, proctor-computer
  - Unlock exams for individuals or multiple students
  - Simplifies exam administration

- ENHANCED SCHEDULING
  - Schedule from computer or mobile device
  - Multiple exams per single-exam session
  - Different exams for different students
  - CATCs can schedule at their convenience down to a minimum of 1 hour in advance of the actual session start time
  - You cannot schedule out past 30 days
  - Notifications by email and SMS

Compass Cloud

EMEA Revenue Split

- COMPASS CLOUD DELIVERY MODEL
    - Windows, Mac, and Chromebook compatibility
    - 1-50 Test Candidates per scheduled session event
    - The exams scheduled can be a mix and match of any program, suite, or version year (up to five different exam titles)
    - You can schedule down to an hour before the actual testing event or out to a maximum of 30 days
    - Group Proctoring ability - New!
    - Automatic email reminders
    - Available for Test Candidates with ADA accommodations
    - Available for most Certiport programs in 13 languages

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LAIA FONTANET

Certification Manager | PUE

Certificaciones oficiales disponibles en Compass Cloud

CLOUD

Certificaciones disponibles en **Compass Cloud**

COMPASS
CLOUD
Taking Exam
Delivery to
New Heights!
CLOUD

Compass Cloud – Exámenes disponibles

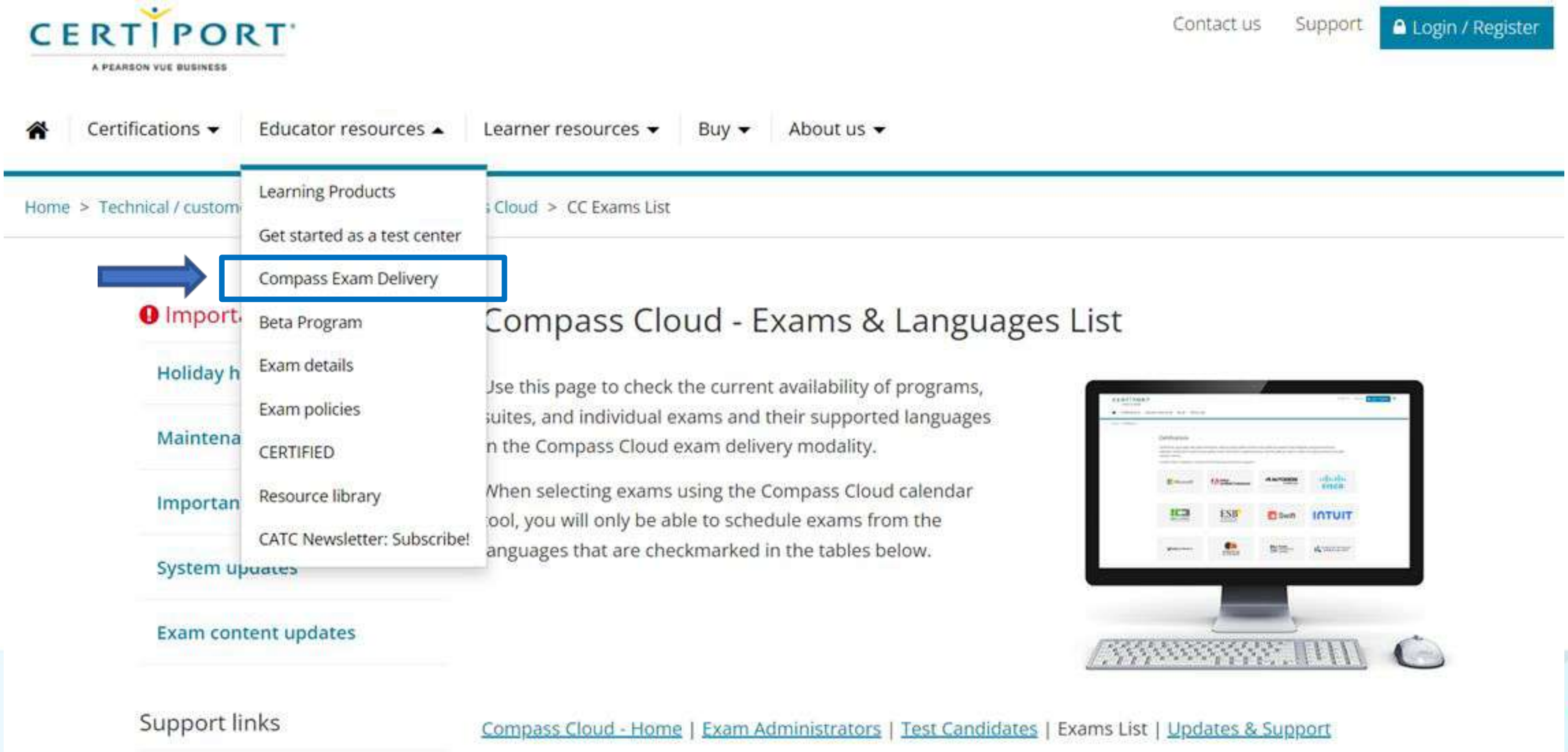
Lista de Exámenes
Compass Cloud

SCAN ME

CLOUD

https://certiport.pearsonvue.com/Support/Install/Compass-Cloud/CC-Exams-List

Compass Cloud – Exámenes disponibles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Learning Products
Get started as a test center
Compass Exam Delivery
Beta Program
Exam details
Exam policies
CERTIFIED
Resource library
CATC Newsletter: Subscribe!
Import
Holiday h
Maintena
Importan
System updates
Exam content updates
Support links
Compass Cloud - Home | Exam Administrators | Test Candidates | Exams List | Updates & Support

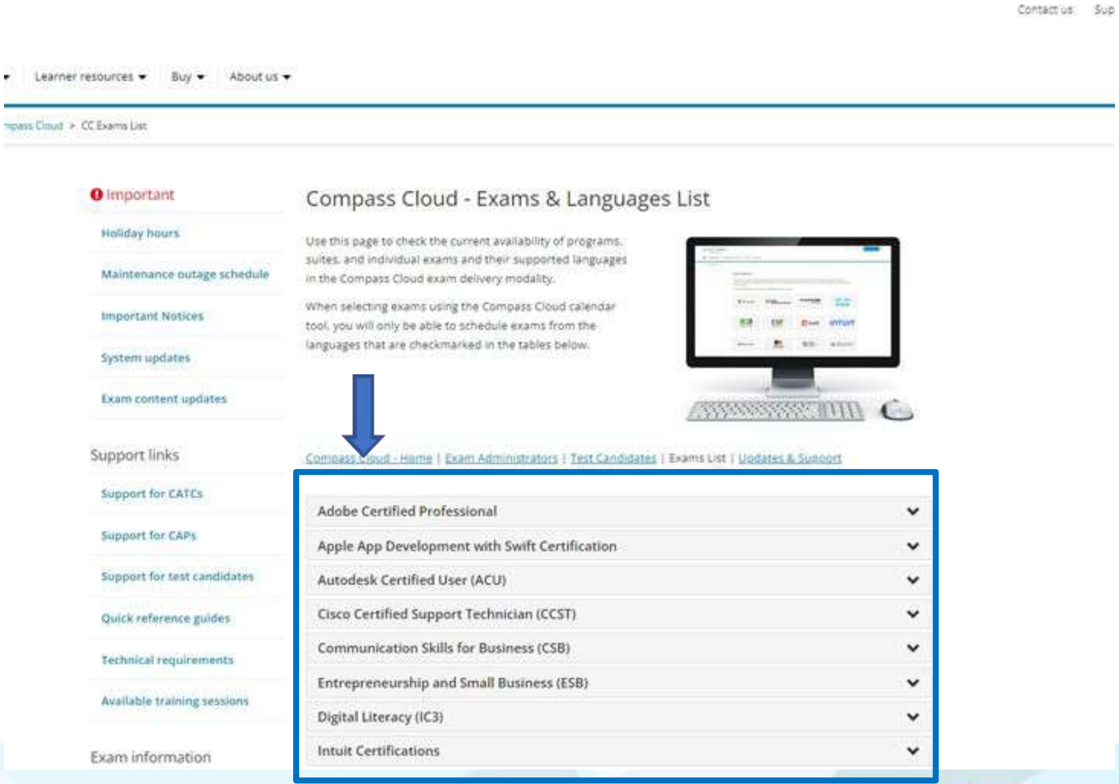
Compass Cloud - Exams & Languages List

Use this page to check the current availability of programs, suites, and individual exams and their supported languages n the Compass Cloud exam delivery modality.

When selecting exams using the Compass Cloud calendar tool, you will only be able to schedule exams from the anguages that are checkmarked in the tables below.

Compass Cloud – Exámenes disponibles

Microsoft Office
Microsoft CERTIFIED EDUCATOR
Networking Academy
Adobe Certified Professional
AUTODESK Certified User
Meta
Unity
Swift
INTUIT
Project Management Institute
INFORMATION TECHNOLOGY SPECIALIST
IC3 DIGITAL LITERACY CERTIFICATION
ESB Entrepreneurship and Small Business


Contact us
Sup
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Buy ▾
About us ▾
mpass Cloud > CC Exams List
Important
Holiday hours
Maintenance outage schedule
Important Notices
System updates
Exam content updates
Support links
Support for CATCs
Support for CAPs
Support for test candidates
Quick reference guides
Technical requirements
Available training sessions
Exam information

Compass Cloud - Exams & Languages List

Use this page to check the current availability of programs, suites, and individual exams and their supported languages in the Compass Cloud exam delivery modality.

When selecting exams using the Compass Cloud calendar tool, you will only be able to schedule exams from the languages that are checkmarked in the tables below.

Compass Cloud - Home | Exam Administrators | Test Candidates | Exams List | Updates & Support

- Adobe Certified Professional
- Apple App Development with Swift Certification
- Autodesk Certified User (ACU)
- Cisco Certified Support Technician (CCST)
- Communication Skills for Business (CSB)
- Entrepreneurship and Small Business (ESB)
- Digital Literacy (IC3)
- Intuit Certifications

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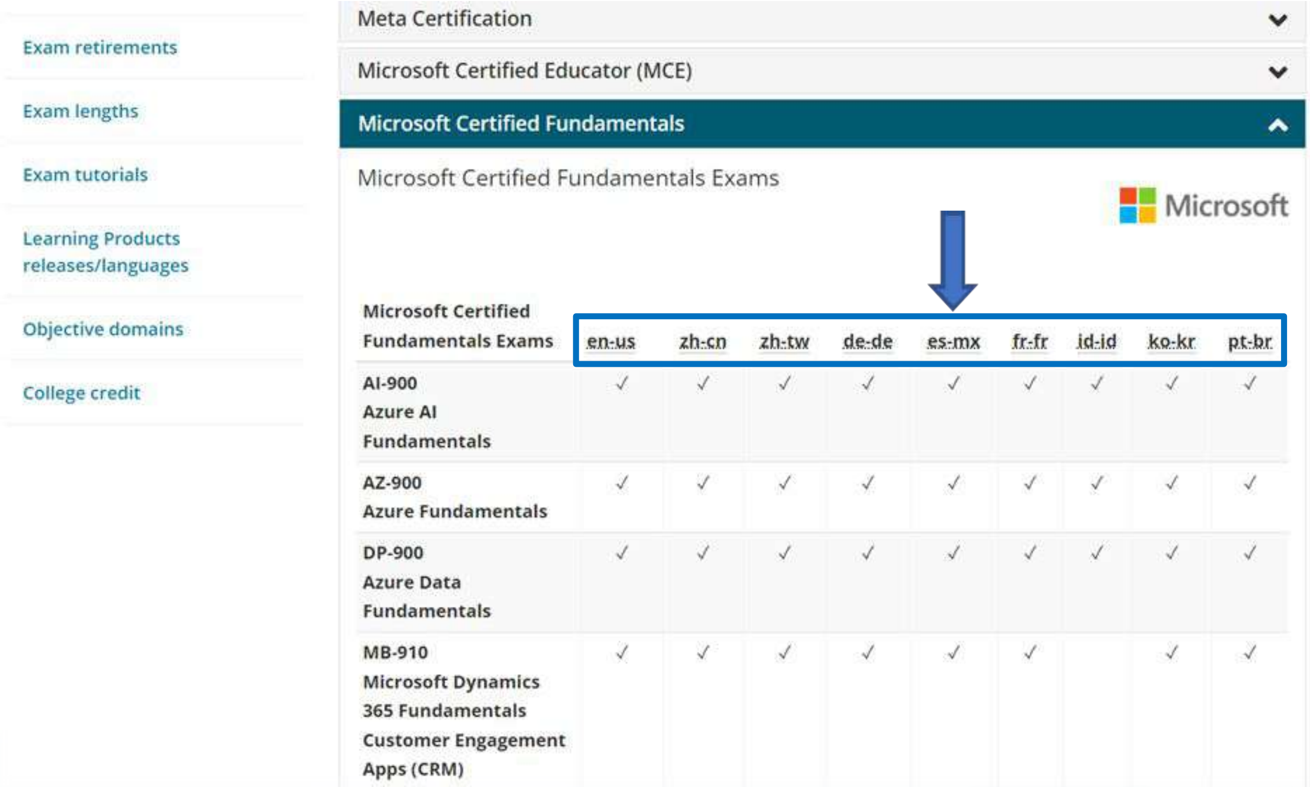
¿En qué idioma está mi examen?



- Exam retirements
- Exam lengths
- Exam tutorials
- Learning Products releases/languages
- Objective domains
- College credit

Meta Certification

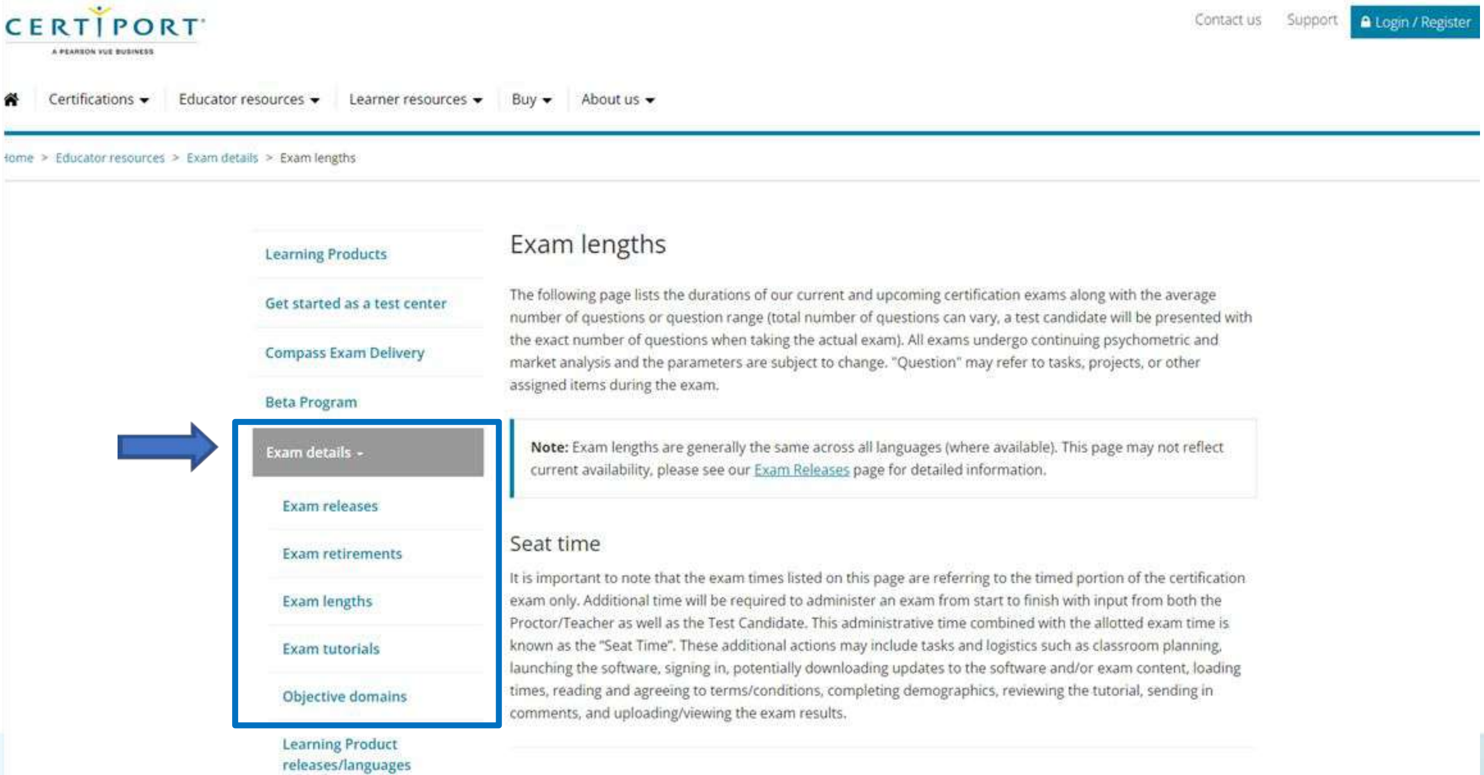
Microsoft Certified Educator (MCE)

Microsoft Certified Fundamentals

Microsoft Certified Fundamentals Exams

Microsoft Certified Fundamentals Exams	en-us	zh-cn	zh-tw	de-de	es-mx	fr-fr	id-id	ko-kr	pt-br
AI-900 **Azure AI Fundamentals**	✓	✓	✓	✓	✓	✓	✓	✓	✓
AZ-900 **Azure Fundamentals**	✓	✓	✓	✓	✓	✓	✓	✓	✓
DP-900 **Azure Data Fundamentals**	✓	✓	✓	✓	✓	✓	✓	✓	✓
MB-910 **Microsoft Dynamics 365 Fundamentals Customer Engagement Apps (CRM)**	✓	✓	✓	✓	✓	✓		✓	✓

Características de los exámenes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Learner resources
Buy
About us
Home > Educator resources > Exam details > Exam lengths
Learning Products
Get started as a test center
Compass Exam Delivery
Beta Program
Exam details
Exam releases
Exam retirements
Exam lengths
Exam tutorials
Objective domains
Learning Product releases/languages

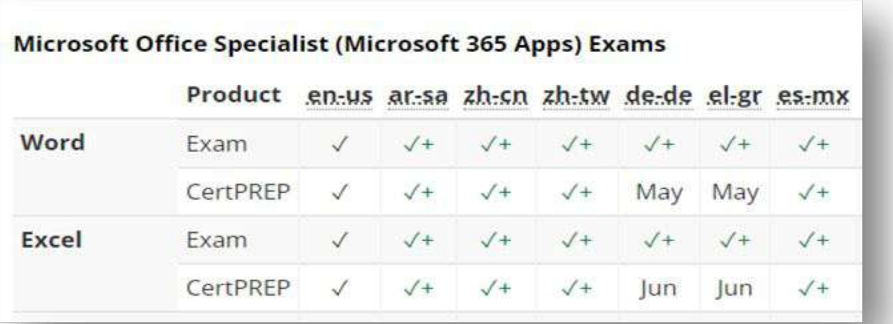
Exam lengths

The following page lists the durations of our current and upcoming certification exams along with the average number of questions or question range (total number of questions can vary, a test candidate will be presented with the exact number of questions when taking the actual exam). All exams undergo continuing psychometric and market analysis and the parameters are subject to change. "Question" may refer to tasks, projects, or other assigned items during the exam.

Note: Exam lengths are generally the same across all languages (where available). This page may not reflect current availability, please see our Exam Releases page for detailed information.

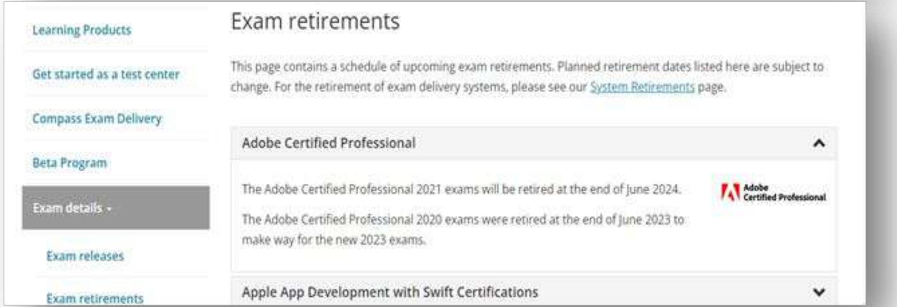
Seat time

It is important to note that the exam times listed on this page are referring to the timed portion of the certification exam only. Additional time will be required to administer an exam from start to finish with input from both the Proctor/Teacher as well as the Test Candidate. This administrative time combined with the allotted exam time is known as the "Seat Time". These additional actions may include tasks and logistics such as classroom planning, launching the software, signing in, potentially downloading updates to the software and/or exam content, loading times, reading and agreeing to terms/conditions, completing demographics, reviewing the tutorial, sending in comments, and uploading/viewing the exam results.



Microsoft Office Specialist (Microsoft 365 Apps) Exams

	Product	en-us	ar-sa	zh-cn	zh-tw	de-de	el-gr	es-mx
Word	Exam	✓	✓+	✓+	✓+	✓+	✓+	✓+
	CertPREP	✓	✓+	✓+	✓+	May	May	✓+
Excel	Exam	✓	✓+	✓+	✓+	✓+	✓+	✓+
	CertPREP	✓	✓+	✓+	✓+	Jun	Jun	✓+



Learning Products
Get started as a test center
Compass Exam Delivery
Beta Program
Exam details
Exam releases
Exam retirements

Exam retirements

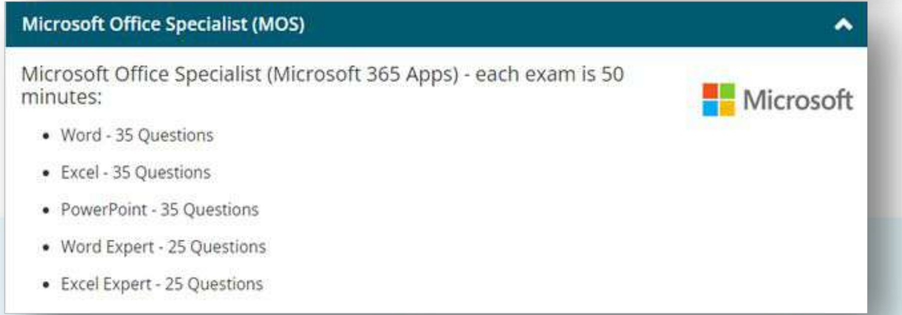
This page contains a schedule of upcoming exam retirements. Planned retirement dates listed here are subject to change. For the retirement of exam delivery systems, please see our System Retirements page.

Adobe Certified Professional

The Adobe Certified Professional 2021 exams will be retired at the end of June 2024.

The Adobe Certified Professional 2020 exams were retired at the end of June 2023 to make way for the new 2023 exams.

Apple App Development with Swift Certifications



Microsoft Office Specialist (MOS)

Microsoft Office Specialist (Microsoft 365 Apps) - each exam is 50 minutes:

- Word - 35 Questions
- Excel - 35 Questions
- PowerPoint - 35 Questions
- Word Expert - 25 Questions
- Excel Expert - 25 Questions

1. Últimos lanzamientos
2. Exámenes a retirar
3. Duración
4. Tutoriales
5. Objetivos
6. Material de aprendizaje
7. Políticas de exámenes

CERTIPORT
How To Take
Your Microsoft Office Exam

Certiport MOS Exam Tutorial (no voiceover)

Personalice el aspecto de su reproductor

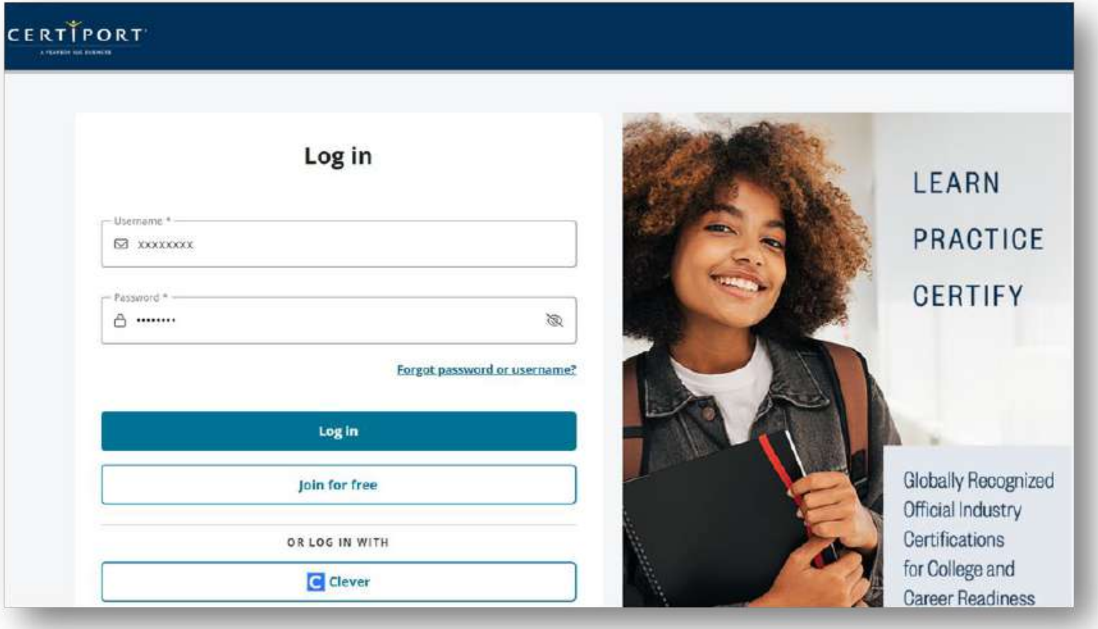
Inventario de exámenes en CERTIPORT

CERTIPORT®

A PEARSON VUE BUSINESS

Entramos en el portal de Certiport con nuestras credenciales:

https://app.certiport.com/portal


CERTIPORT
Log in
Forgot password or username?
Log in
Join for free
OR LOG IN WITH
Clever
LEARN
PRACTICE
CERTIFY
Globally Recognized Official Industry Certifications for College and Career Readiness

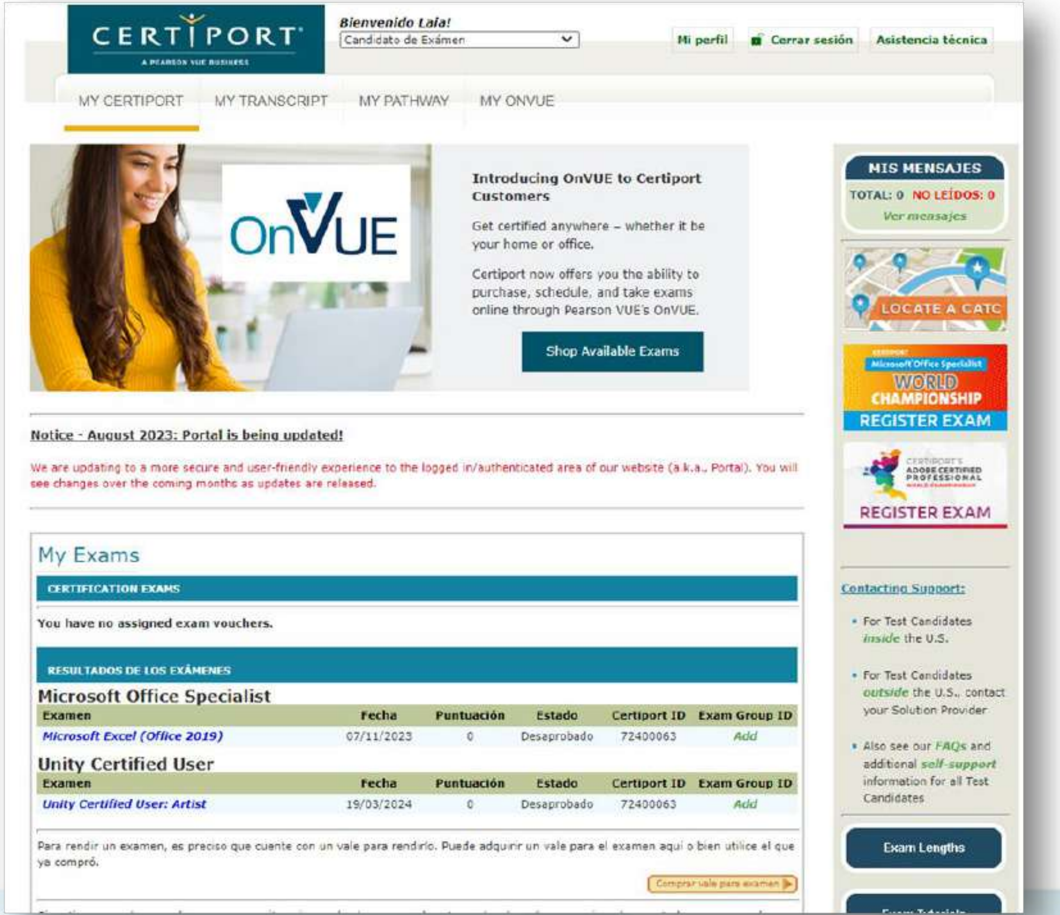
Username * xxxxxxxx

Password * ••••••••

1. Escogemos el rol de “Organization Member”

2. Nos dirigimos al apartado de “Exams Inventory”

3. Visualizar el contenido haciendo click en el dibujo de la lupa


CERTIPORT
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Bienvenido Laia!
Candidato de Exámen
Mi perfil
Cerrar sesión
Asistencia técnica
MY CERTIPORT
MY TRANSCRIPT
MY PATHWAY
MY ONVUE
OnVUE
Shop Available Exams
MIS MENSAJES
TOTAL: 0 NO LEÍDOS: 0
Ver mensajes
LOCATE A CATC
Microsoft Office Specialist
WORLD CHAMPIONSHIP
REGISTER EXAM
CERTIPORT'S
ADOBE CERTIFIED PROFESSIONAL
REGISTER EXAM
Exam Lengths
Comprar vale para examen

Introducing OnVUE to Certiport Customers

Get certified anywhere – whether it be your home or office.

Certiport now offers you the ability to purchase, schedule, and take exams online through Pearson VUE's OnVUE.

Notice - August 2023: Portal is being updated!

We are updating to a more secure and user-friendly experience to the logged in/authenticated area of our website (a.k.a., Portal). You will see changes over the coming months as updates are released.

My Exams

CERTIFICATION EXAMS

You have no assigned exam vouchers.

RESULTADOS DE LOS EXÁMENES

Microsoft Office Specialist

Examen	Fecha	Puntuación	Estado	Certiport ID	Exam Group ID
Microsoft Excel (Office 2019)	07/11/2023	0	Desaprobado	72400063	Add

Unity Certified User

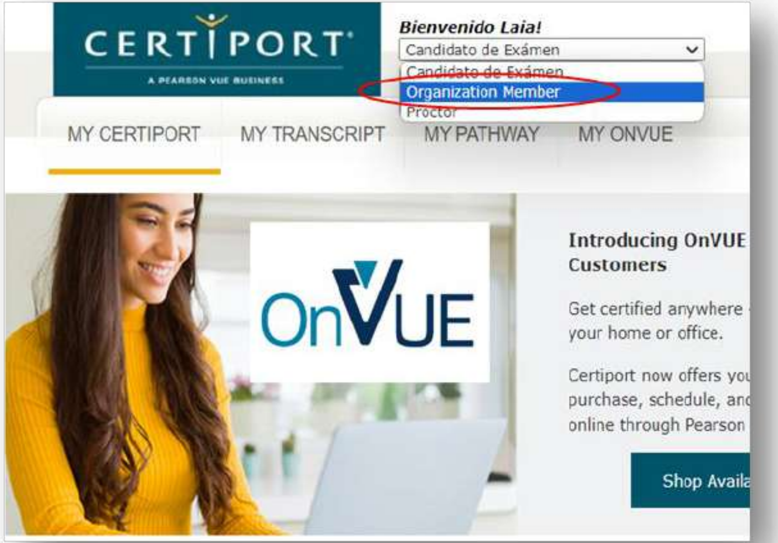
Examen	Fecha	Puntuación	Estado	Certiport ID	Exam Group ID
Unity Certified User: Artist	19/03/2024	0	Desaprobado	72400063	Add

Para rendir un examen, es preciso que cuente con un vale para rendirlo. Puede adquirir un vale para el examen aquí o bien utilice el que ya compró.

Contacting Support:

- For Test Candidates *inside* the U.S.
- For Test Candidates *outside* the U.S., contact your Solution Provider
- Also see our *FAQs* and additional *self-support* information for all Test Candidates

CERTIPORT – Control de inventario



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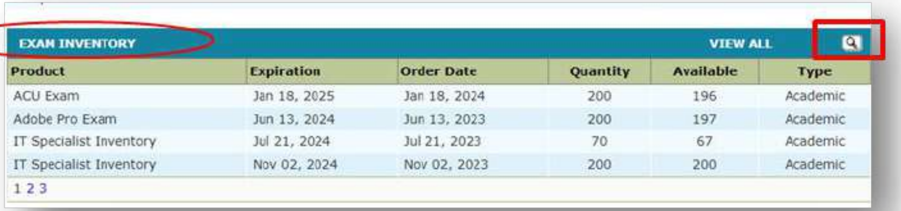
Get certified anywhere your home or office.

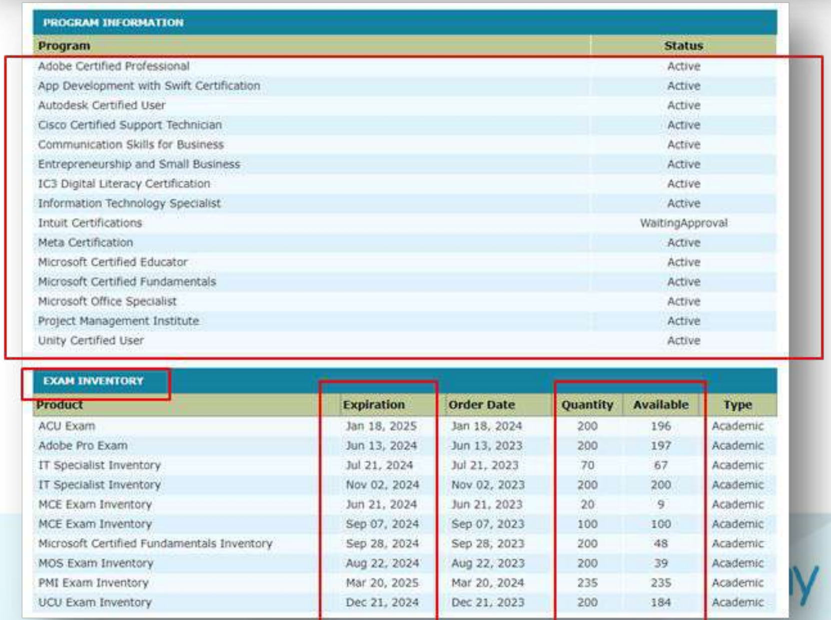
Certiport now offers yo purchase, schedule, and online through Pearson



EXAM INVENTORY

Product	Expiration	Order Date	Quantity	Available	Type
ACU Exam	Jan 18, 2025	Jan 18, 2024	200	196	Academic
Adobe Pro Exam	Jun 13, 2024	Jun 13, 2023	200	197	Academic
IT Specialist Inventory	Jul 21, 2024	Jul 21, 2023	70	67	Academic
IT Specialist Inventory	Nov 02, 2024	Nov 02, 2023	200	200	Academic

1 2 3



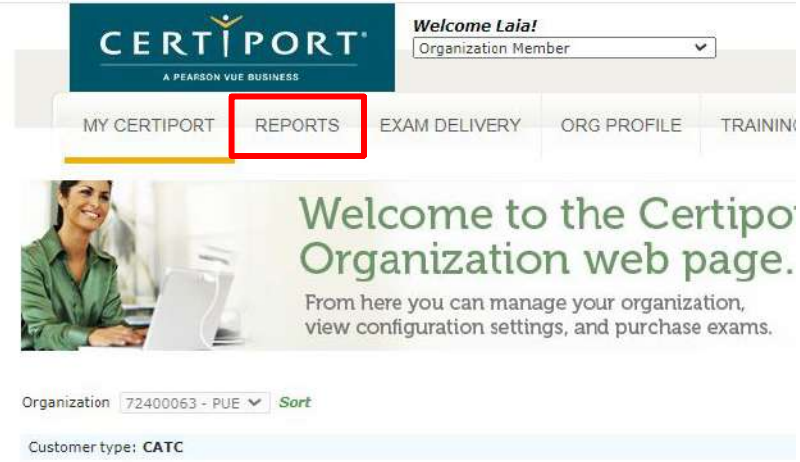
PROGRAM INFORMATION

Program	Status
Adobe Certified Professional	Active
App Development with Swift Certification	Active
Autodesk Certified User	Active
Cisco Certified Support Technician	Active
Communication Skills for Business	Active
Entrepreneurship and Small Business	Active
IC3 Digital Literacy Certification	Active
Information Technology Specialist	Active
Intuit Certifications	WaitingApproval
Meta Certification	Active
Microsoft Certified Educator	Active
Microsoft Certified Fundamentals	Active
Microsoft Office Specialist	Active
Project Management Institute	Active
Unity Certified User	Active

EXAM INVENTORY

Product	Expiration	Order Date	Quantity	Available	Type
ACU Exam	Jan 18, 2025	Jan 18, 2024	200	196	Academic
Adobe Pro Exam	Jun 13, 2024	Jun 13, 2023	200	197	Academic
IT Specialist Inventory	Jul 21, 2024	Jul 21, 2023	70	67	Academic
IT Specialist Inventory	Nov 02, 2024	Nov 02, 2023	200	200	Academic
MCE Exam Inventory	Jun 21, 2024	Jun 21, 2023	20	9	Academic
MCE Exam Inventory	Sep 07, 2024	Sep 07, 2023	100	100	Academic
Microsoft Certified Fundamentals Inventory	Sep 28, 2024	Sep 28, 2023	200	48	Academic
MOS Exam Inventory	Aug 22, 2024	Aug 22, 2023	200	39	Academic
PMI Exam Inventory	Mar 20, 2025	Mar 20, 2024	235	235	Academic
UCU Exam Inventory	Dec 21, 2024	Dec 21, 2023	200	184	Academic

CERTIPORT – Reportes disponibles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MY CERTIPORT
REPORTS
EXAM DELIVERY
ORG PROFILE
TRAININ

Welcome Laia!

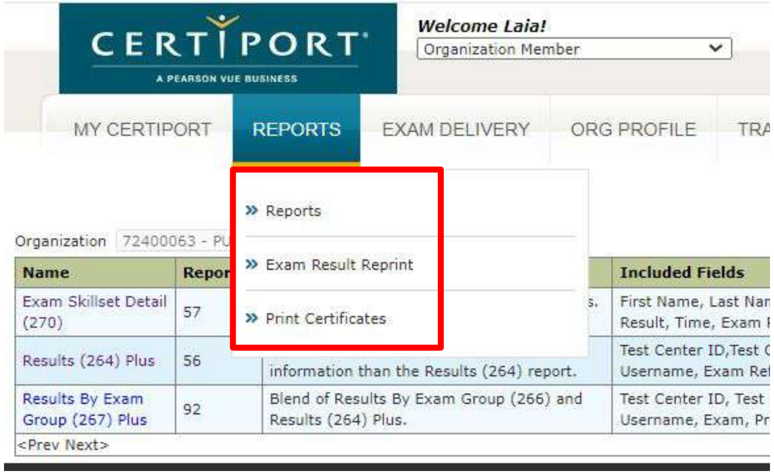
Organization Member

Welcome to the Certipo Organization web page.

From here you can manage your organization, view configuration settings, and purchase exams.

Organization 72400063 - PUE Sort

Customer type: **CATC**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REPORTS
EXAM DELIVERY
ORG PROFILE
TRA
» Reports
» Exam Result Reprint
» Print Certificates

Welcome Laia!

Organization Member

Organization 72400063 - PU

Name	**Repor**		**Included Fields**
Exam Skillset Detail (270)	57	s.	First Name, Last Nar Result, Time, Exam I
Results (264) Plus	56	information than the Results (264) report.	Test Center ID,Test C Username, Exam Re
Results By Exam Group (267) Plus	92	Blend of Results By Exam Group (266) and Results (264) Plus.	Test Center ID, Test Username, Exam, Pr

<Prev Next>

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pue
Make your data shine
Any cloud, anywhere

YAIZA SALMERÓN
Certification Specialist | PUE

Certificación de alumnos con Compass Cloud: modalidad presencial y online proctored

CLOUD

¿Qué vamos a ver?

1. ¿Qué es Compass Cloud?
2. Reserva de sesiones
3. Gestión de los exámenes
4. Acceso de candidatos a las sesiones

¿Qué es Compass Cloud?

- Compass Cloud simplifica la administración de exámenes para los supervisores
- Permite al administrador programar fácilmente varios exámenes. La supervisión de un aula llena de exámenes puede realizarse desde una única ubicación
- Los supervisores pueden desbloquear exámenes para un grupo de estudiantes o para un solo estudiante sin tener que visitar físicamente cada uno de los ordenadores de los estudiantes. Además, simplifica la experiencia de acceso al examen del estudiante

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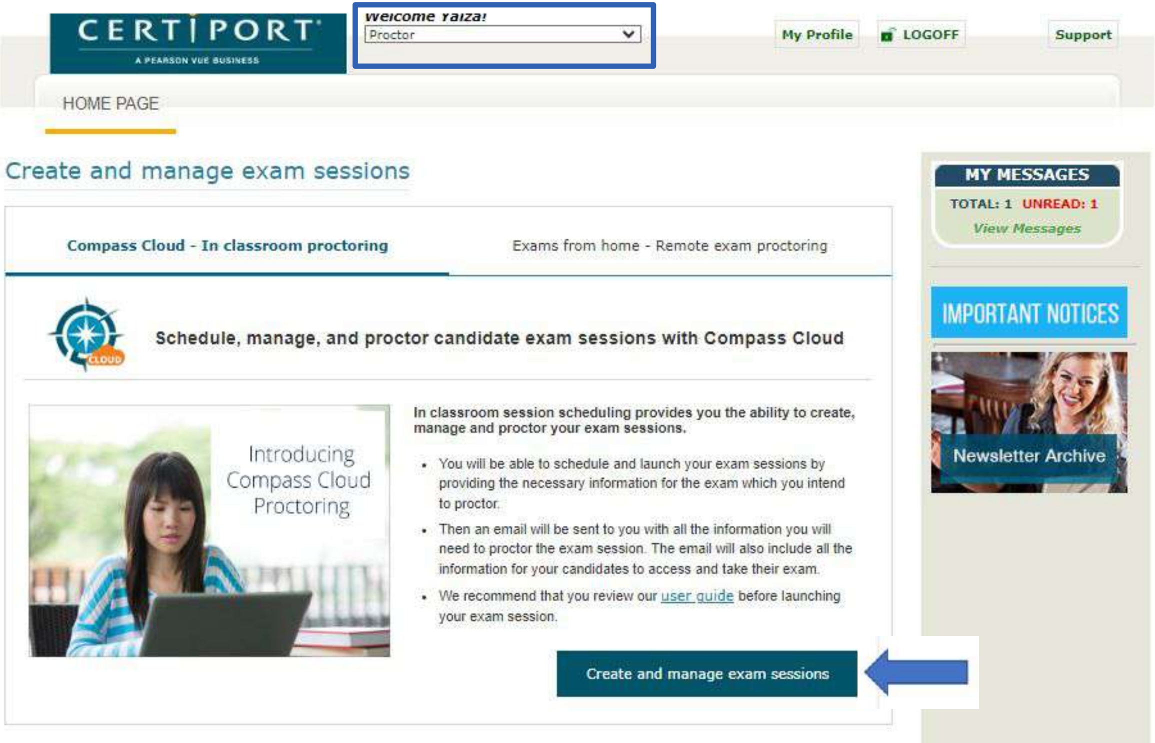
Reserva de sesiones


CERTIPORT
A PEARSON VUE BUSINESS
Welcome Yaiza!
Proctor
My Profile
LOGOFF
Support
HOME PAGE
MY MESSAGES
TOTAL: 1 UNREAD: 1
View Messages
IMPORTANT NOTICES
Newsletter Archive
CLOUD
Introducing Compass Cloud Proctoring

Create and manage exam sessions

Compass Cloud - In classroom proctoring | Exams from home - Remote exam proctoring

Schedule, manage, and proctor candidate exam sessions with Compass Cloud

In classroom session scheduling provides you the ability to create, manage and proctor your exam sessions.

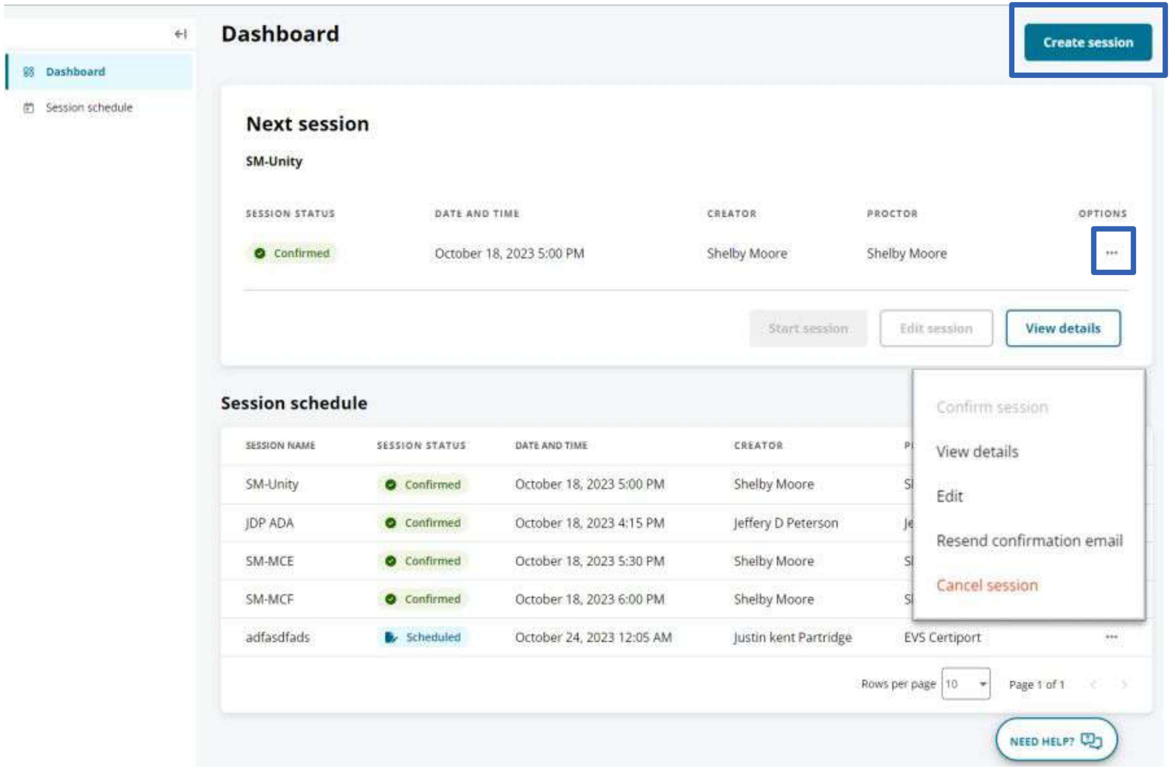
- You will be able to schedule and launch your exam sessions by providing the necessary information for the exam which you intend to proctor.
- Then an email will be sent to you with all the information you will need to proctor the exam session. The email will also include all the information for your candidates to access and take their exam.
- We recommend that you review our user guide before launching your exam session.

Create and manage exam sessions

Acceso Certiport

- Login con el rol de Organization Administrator o Proctor
- Crear sesiones

Reserva de sesiones


Dashboard
Session schedule
Create session
Start session
Edit session
View details
Confirm session
View details
Edit
Resend confirmation email
Cancel session
Rows per page 10
Page 1 of 1
NEED HELP?

Dashboard

Next session

SM-Unity

SESSION STATUS	DATE AND TIME	CREATOR	PROCTOR	OPTIONS
Confirmed	October 18, 2023 5:00 PM	Shelby Moore	Shelby Moore	···

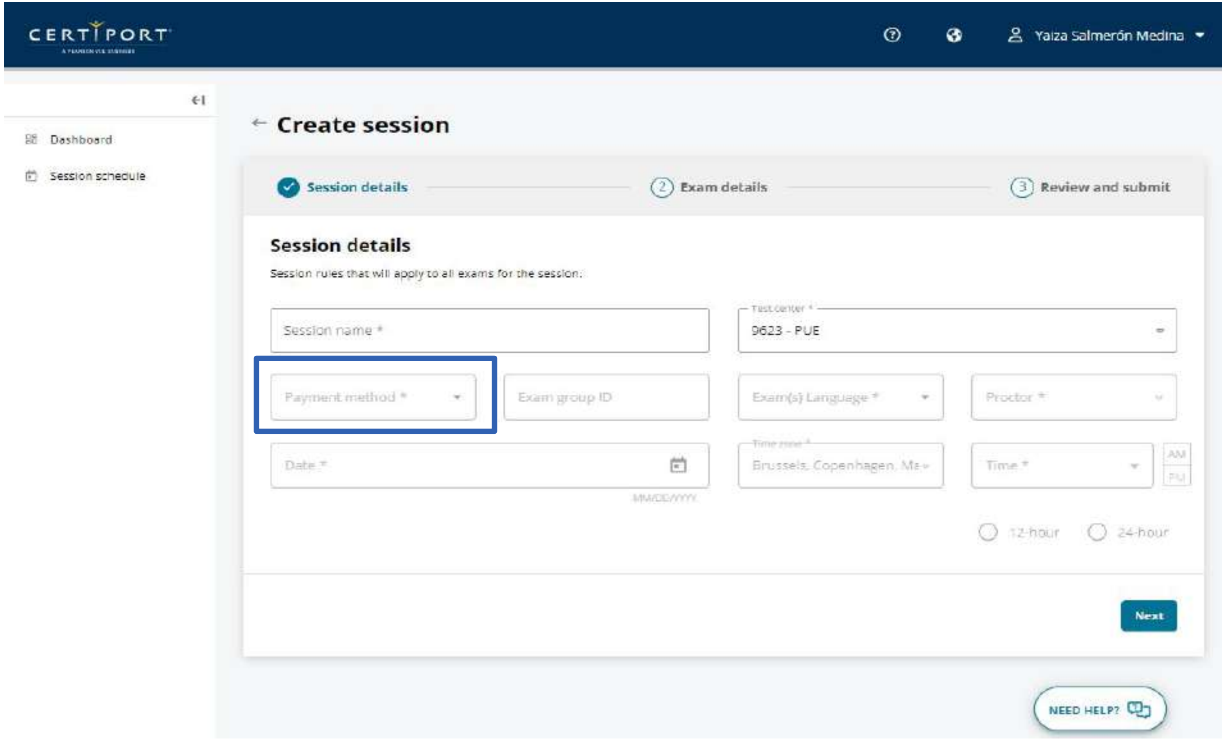
Session schedule

SESSION NAME	SESSION STATUS	DATE AND TIME	CREATOR	P
SM-Unity	Confirmed	October 18, 2023 5:00 PM	Shelby Moore	S
JDP ADA	Confirmed	October 18, 2023 4:15 PM	Jeffery D Peterson	Je
SM-MCE	Confirmed	October 18, 2023 5:30 PM	Shelby Moore	S
SM-MCF	Confirmed	October 18, 2023 6:00 PM	Shelby Moore	S
adfasdfads	Scheduled	October 24, 2023 12:05 AM	Justin kent Partridge	EVS Certiport

Crear y gestionar sesiones

- Dashboard. Funcionalidades e indicaciones
- Gestionar, visualizar y editar las sesiones

Reserva de sesiones


CERTIPORT
Yaiza Salmerón Medina
Dashboard
Session schedule
Session details
2 Exam details
3 Review and submit
Session name *
Payment method *
Exam group ID
Exam(s) Language *
Proctor *
Date *
MM/DD/YYYY
Time *
AM
PM
○ 12-hour
○ 24-hour
Next
NEED HELP?

← Create session

Session details

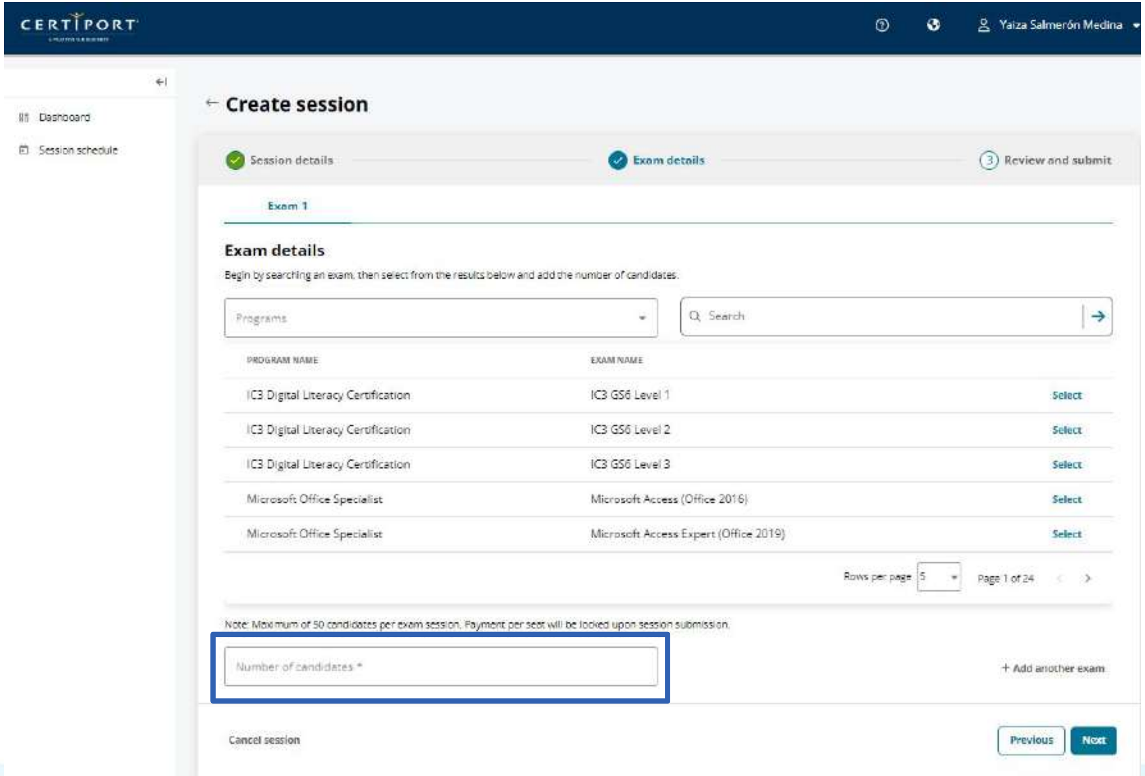
Session rules that will apply to all exams for the session.

Test center *: 9623 - PUE

Time zone *: Brussels, Copenhagen, Ma…

- Crear sesiones
- Añadir forma de pago (Inventory)

Reserva de sesiones


CERTIPORT
Yaiza Salmerón Medina
Dashboard
Session schedule
Session details
Exam details
3 Review and submit
Exam 1
Programs
Search
Select
Cancel session
Previous
Next

Create session

Exam details

Begin by searching an exam, then select from the results below and add the number of candidates.

PROGRAM NAME	EXAM NAME	
IC3 Digital Literacy Certification	IC3 GS6 Level 1	Select
IC3 Digital Literacy Certification	IC3 GS6 Level 2	Select
IC3 Digital Literacy Certification	IC3 GS6 Level 3	Select
Microsoft Office Specialist	Microsoft Access (Office 2016)	Select
Microsoft Office Specialist	Microsoft Access Expert (Office 2019)	Select

Rows per page 5 Page 1 of 24

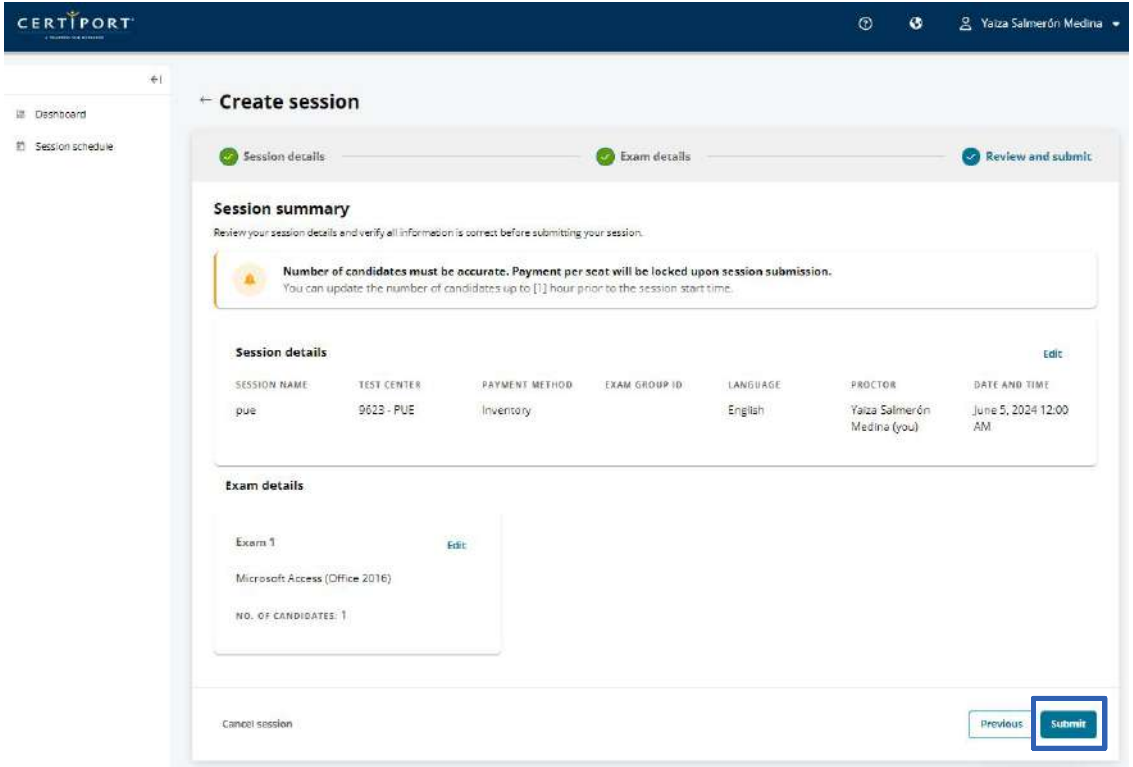
Note: Maximum of 50 candidates per exam session. Payment per seat will be locked upon session submission.

Number of candidates *

+ Add another exam

- Seleccionar programa o examen para nuestra sesión
- Añadir número candidatos
- Compass Cloud nos permite realizar sesiones de hasta 50 candidatos.

Reserva de sesiones


CERTIPORT
Yaiza Salmerón Medina
Dashboard
Session schedule

← Create session

Session details
Exam details
Review and submit

Session summary

Review your session details and verify all information is correct before submitting your session.

Number of candidates must be accurate. Payment per seat will be locked upon session submission.
You can update the number of candidates up to [1] hour prior to the session start time.

Session details Edit

SESSION NAME	TEST CENTER	PAYMENT METHOD	EXAM GROUP ID	LANGUAGE	PROCTOR	DATE AND TIME
pue	9623 - PUE	Inventory		English	Yaiza Salmerón Medina (you)	June 5, 2024 12:00 AM

Exam details

Exam 1 Edit

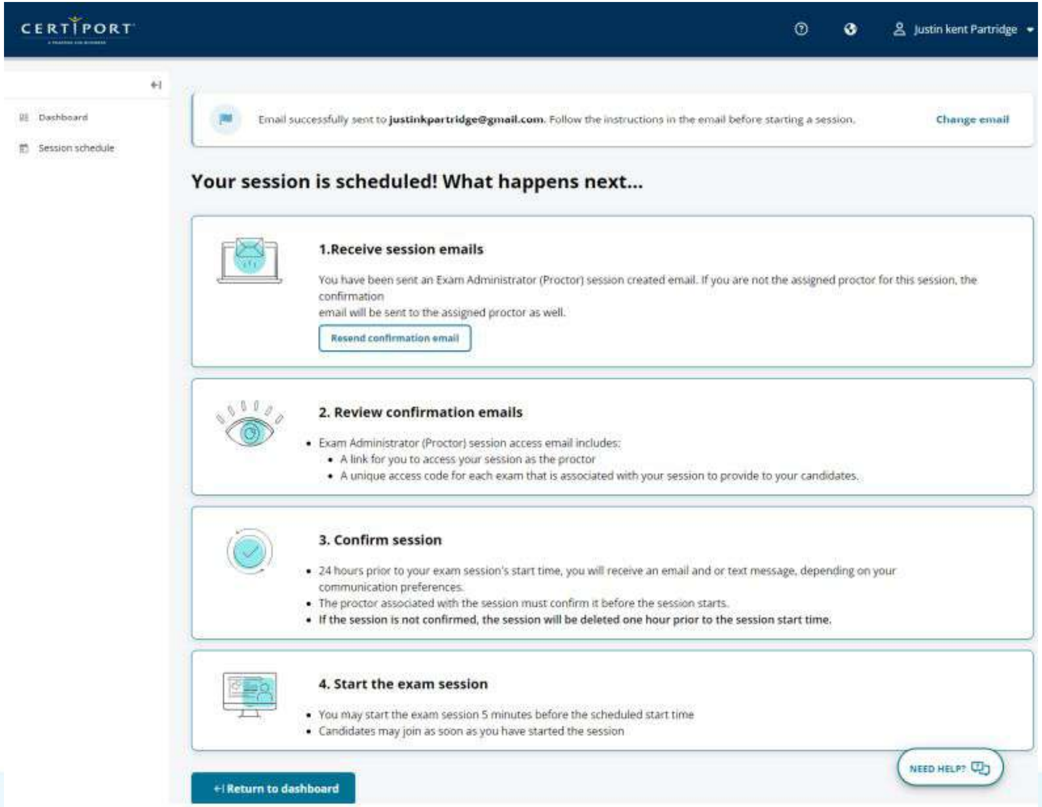
Microsoft Access (Office 2016)

NO. OF CANDIDATES: 1

Cancel session
Previous
Submit

- Revisar y confirmar sesiones
- Podemos corregir cualquier posible error editando nuestra sesión

Reserva de sesiones


CERTIPORT
Justin kent Partridge
Dashboard
Session schedule
Change email
Resend confirmation email
NEED HELP?
Return to dashboard

Email successfully sent to **justinkpartridge@gmail.com**. Follow the instructions in the email before starting a session.

Your session is scheduled! What happens next...

1.Receive session emails

You have been sent an Exam Administrator (Proctor) session created email. If you are not the assigned proctor for this session, the confirmation email will be sent to the assigned proctor as well.

2. Review confirmation emails

- Exam Administrator (Proctor) session access email includes:
  - A link for you to access your session as the proctor
  - A unique access code for each exam that is associated with your session to provide to your candidates.

3. Confirm session

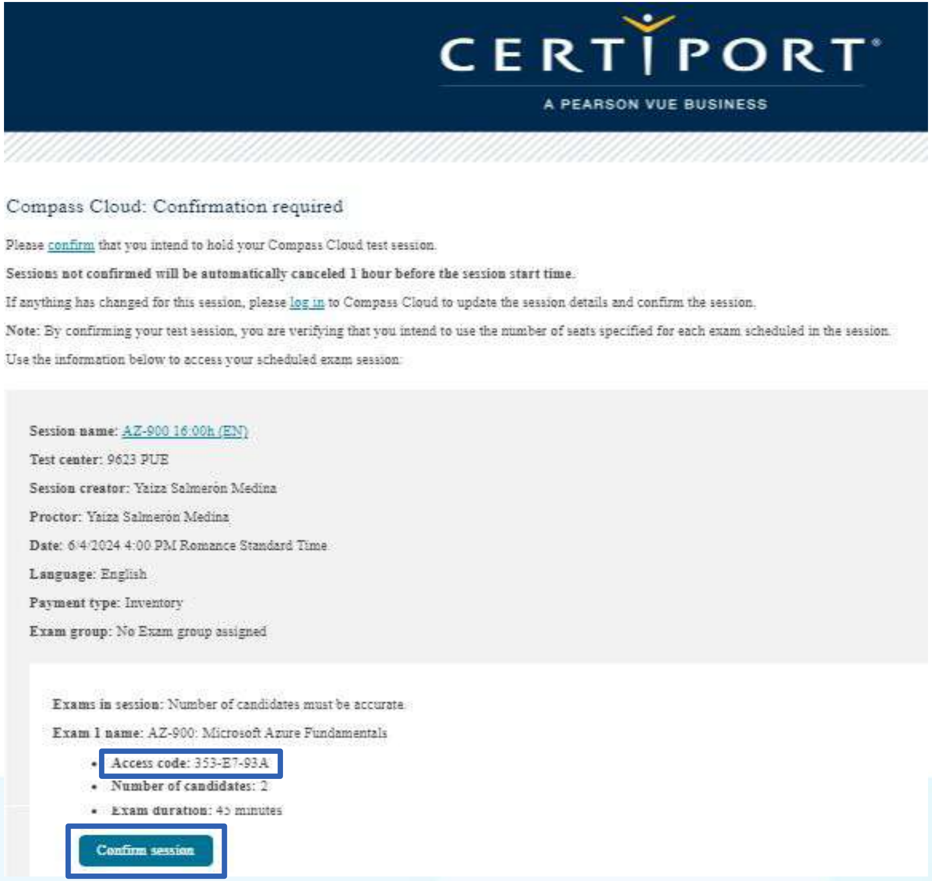
- 24 hours prior to your exam session's start time, you will receive an email and or text message, depending on your communication preferences.
- The proctor associated with the session must confirm it before the session starts.
- **If the session is not confirmed, the session will be deleted one hour prior to the session start time.**

4. Start the exam session

- You may start the exam session 5 minutes before the scheduled start time
- Candidates may join as soon as you have started the session

- Página de confirmación de la sesión con pasos a seguir.

Gestión de los exámenes



Compass Cloud: Confirmation required

Please confirm that you intend to hold your Compass Cloud test session.

Sessions not confirmed will be automatically canceled 1 hour before the session start time.

If anything has changed for this session, please log in to Compass Cloud to update the session details and confirm the session.

Note: By confirming your test session, you are verifying that you intend to use the number of seats specified for each exam scheduled in the session.

Use the information below to access your scheduled exam session:

Session name: AZ-900 16:00h (EN)

Test center: 9623 PUE

Session creator: Yaiza Salmerón Medina

Proctor: Yaiza Salmerón Medina

Date: 6/4/2024 4:00 PM Romance Standard Time

Language: English

Payment type: Inventory

Exam group: No Exam group assigned

Exams in session: Number of candidates must be accurate.

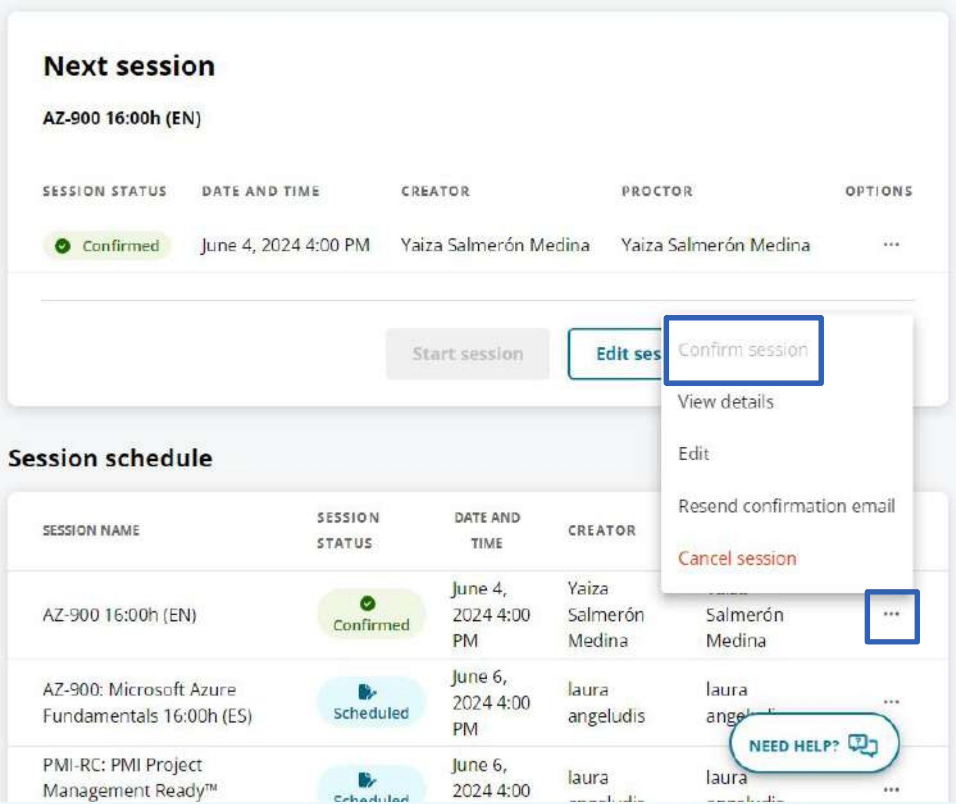
Exam 1 name: AZ-900: Microsoft Azure Fundamentals

- **Access code:** 353-E7-93A
- **Number of candidates:** 2
- **Exam duration:** 45 minutes

CONFIRMACIÓN EMAIL

- Podemos encontrar el código que debemos proporcionar al candidato para que acceda a su examen.
- También encontramos el enlace para confirmar nuestras sesiones

Gestión de los exámenes



Next session

AZ-900 16:00h (EN)

SESSION STATUS	DATE AND TIME	CREATOR	PROCTOR	OPTIONS
Confirmed	June 4, 2024 4:00 PM	Yaiza Salmerón Medina	Yaiza Salmerón Medina	···

Start session
Edit ses
Confirm session
View details
Edit
Resend confirmation email
Cancel session

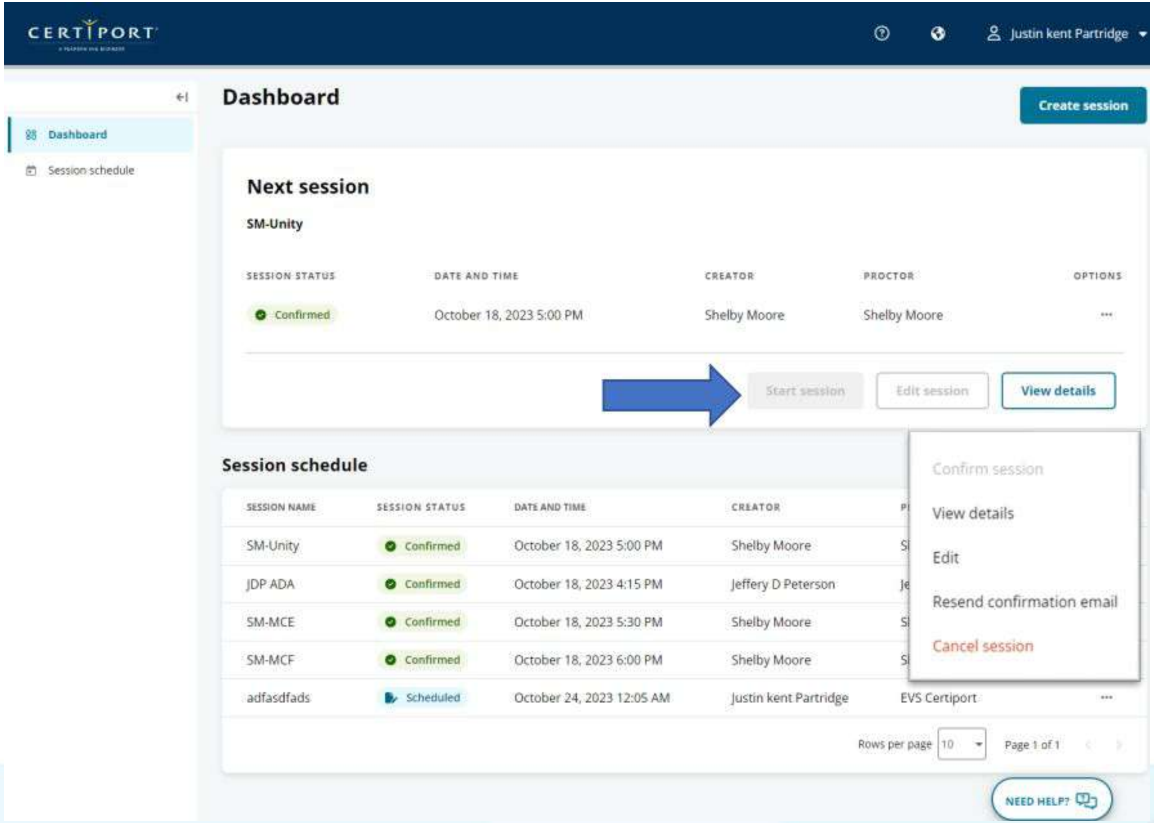
Session schedule

SESSION NAME	SESSION STATUS	DATE AND TIME	CREATOR		
AZ-900 16:00h (EN)	Confirmed	June 4, 2024 4:00 PM	Yaiza Salmerón Medina	Salmerón Medina	···
AZ-900: Microsoft Azure Fundamentals 16:00h (ES)	Scheduled	June 6, 2024 4:00 PM	laura angeludis	laura ange	···
PMI-RC: PMI Project Management Ready™	Scheduled	June 6, 2024 4:00	laura	laura	···

CONFIRMAR SESIÓN

- Debemos confirmar las sesiones **desde 24 horas hasta 1 hora antes** de la sesión
- Si la sesión no se confirma, se cancelará automáticamente
- Si la sesión se crea 2 horas antes del comienzo, se confirma automáticamente
- No podemos crear una sesión con menos de 1 hora de antelación

Gestión de los exámenes


CERTIPORT
Justin kent Partridge
Dashboard
Session schedule
Create session
Start session
Edit session
View details
Confirm session
View details
Edit
Resend confirmation email
Cancel session
Rows per page 10
Page 1 of 1
NEED HELP?

Dashboard

Next session

SM-Unity

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SM-MCF	Confirmed	October 18, 2023 6:00 PM	Shelby Moore	S
adfasdfads	Scheduled	October 24, 2023 12:05 AM	Justin kent Partridge	EVS Certiport

EMPEZAR SESIÓN

- Para poder dar acceso a los candidatos debemos comenzar la sesión
- Una sesión puede comenzar 5 minutos antes de la hora de inicio
- Tendremos 15 minutos más para comenzar dicha sesión

Gestión de los exámenes

Timeline

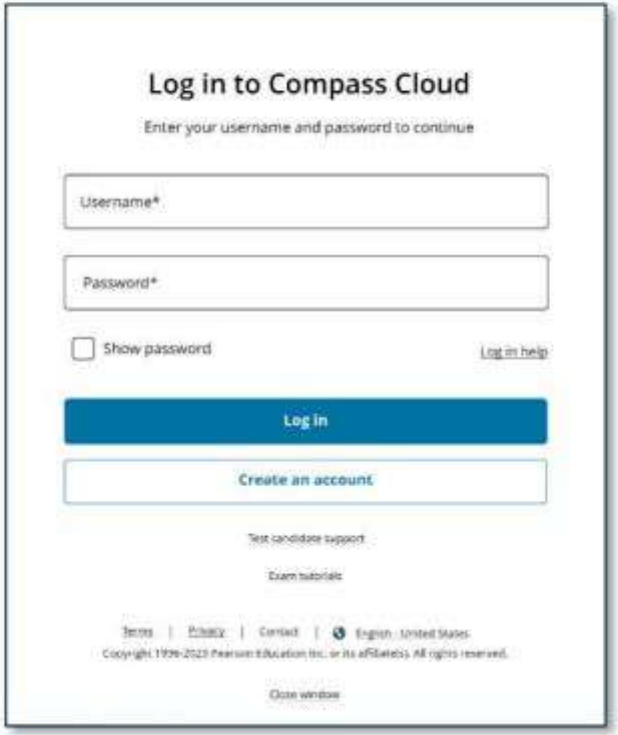
CONFIRMAR SESIÓN	EMPEZAR SESIÓN	ACCESO CANDIDATOS
Desde 24H – 1H antes	Desde 5MIN antes – 15MIN después	Desde 5MIN antes – 30MIN después

Acceso de los candidatos

pue | academy
#PUEAcademyTalk

①

②



Log in to Compass Cloud

Enter your username and password to continue

Username*

Password*

☐ Show password

Log in help

Test candidate support

Exam tutorials

Terms | Privacy | Contact | English - United States

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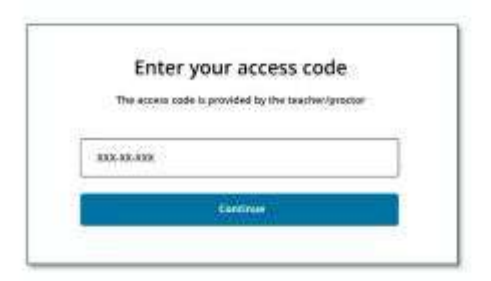
Close window

③



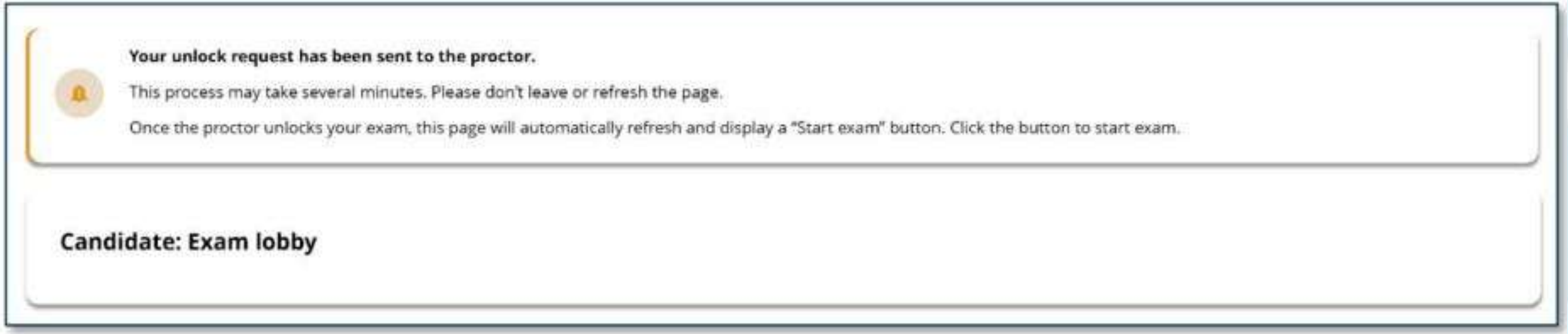
Enter your access code

The access code is provided by the teacher/proctor

xxx-xx-xxx

Acceso de los candidatos

#PUEAcademyTalk

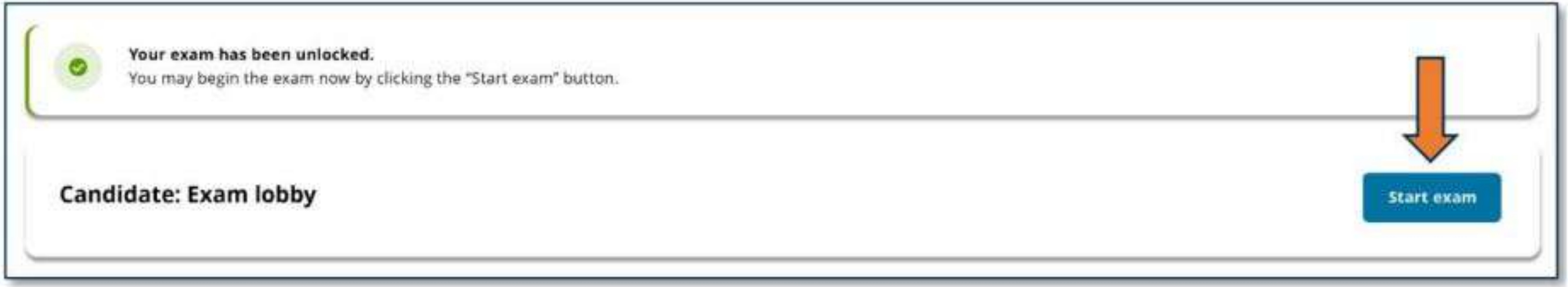


Your unlock request has been sent to the proctor.

This process may take several minutes. Please don't leave or refresh the page.

Once the proctor unlocks your exam, this page will automatically refresh and display a "Start exam" button. Click the button to start exam.

Candidate: Exam lobby



Your exam has been unlocked.
You may begin the exam now by clicking the "Start exam" button.

Candidate: Exam lobby

pue | academy

#PUEAcademyTalk

RUBÉN PABÓ

Responsable de soporte
a centros | PUE Academy

Plataforma de soporte y acceso a recursos para centros certificadores oficiales (ATC) de Certiport

CLOUD

Academy members

https://academymembers.pue.es/

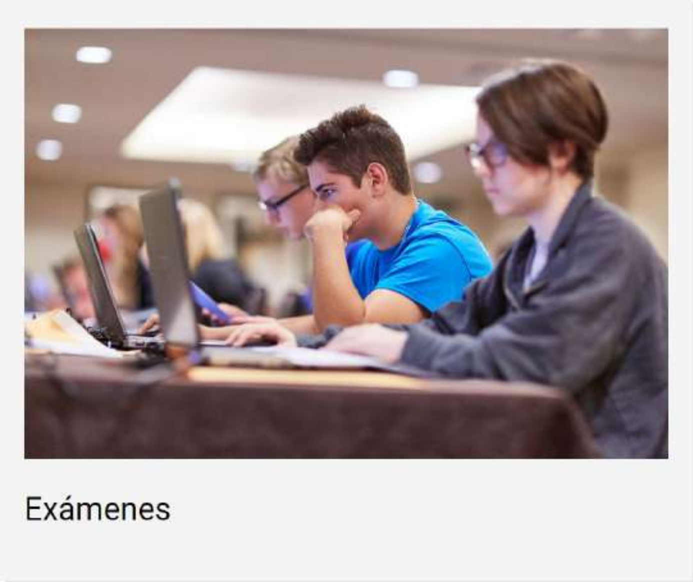
- Documentación y recursos para el despliegue de cada programa académico
- Formularios de soporte
- Examen de supervisor
- Recursos de marketing
- Enlaces de interés y webinars

pue | academy

#PUEAcademyTalk

Pasos para empezar a certificar

1- Acceder al apartado **Exámenes y Practice test.**



Exámenes

1. Revisar las modalidades de certificación

Compass Cloud

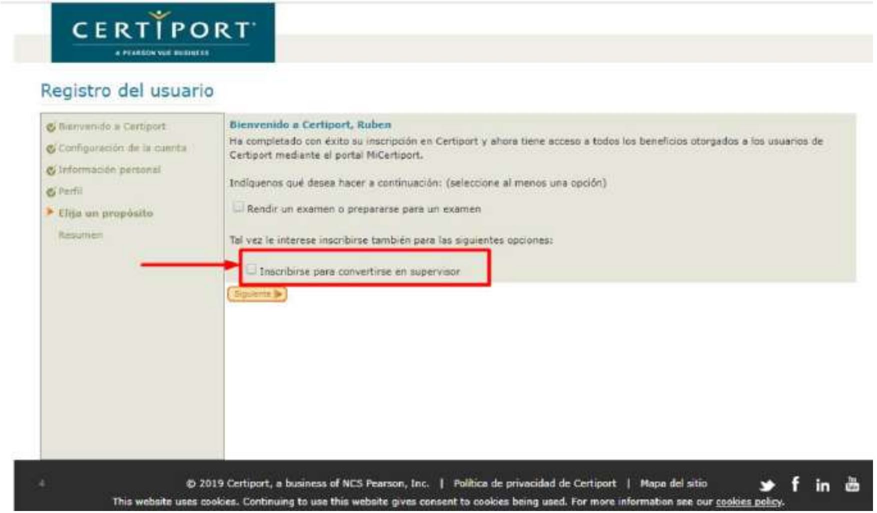
- Exámenes en línea y de forma presencial
- El examen se ejecuta en una máquina virtual
- Requiere planificar las sesiones
- Dependencia absoluta de internet

Compass

- Sólo exámenes presenciales
- Requiere instalar software en local (Compass + Office)
- No requiere planificación
- Requiere mantenimiento informático

2. Crear una cuenta en Certiport

Registrarse en www.certiport.com marcando el check “Inscribirse para convertirse en Certiport”.


CERTIPORT
A PEARSON VUE BUSINESS
Bienvenido a Certiport
Configuración de la cuenta
Información personal
Perfil
Elija un propósito
Resumen
Siguiente

Registro del usuario

Bienvenido a Certiport, Ruben

Ha completado con éxito su inscripción en Certiport y ahora tiene acceso a todos los beneficios otorgados a los usuarios de Certiport mediante el portal MiCertiport.

Indíquenos qué desea hacer a continuación: (seleccione al menos una opción)

☐ Rendir un examen o prepararse para un examen

Tal vez le interese inscribirse también para las siguientes opciones:

☐ Inscribirse para convertirse en supervisor

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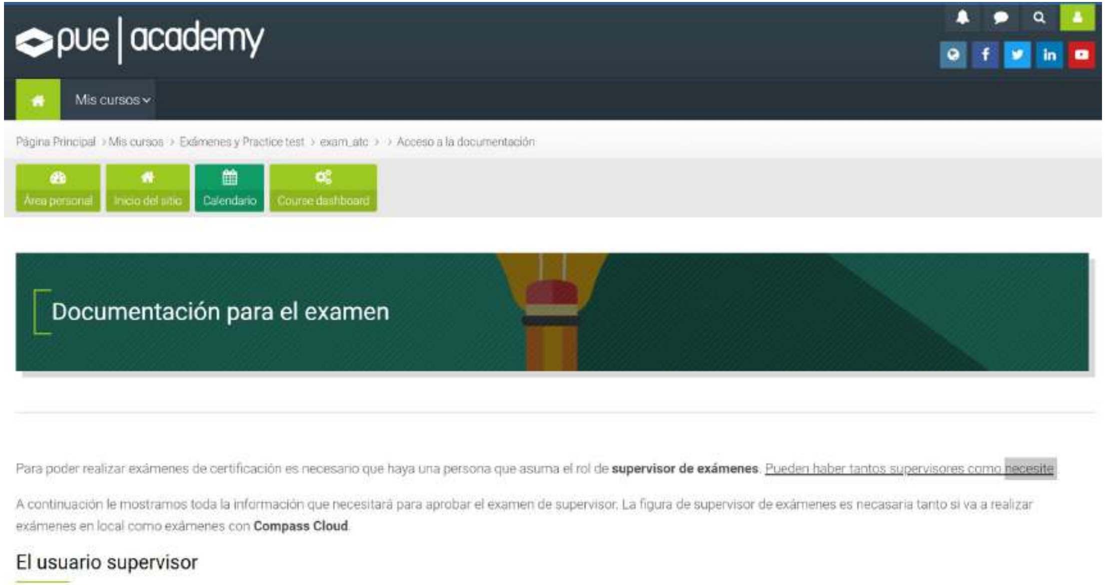
3. Revisar la documentación y realizar el examen

#PUEAcademyTalk


pue | academy
Mis cursos
Página Principal › Mis cursos › Exámenes y Practice test › exam_atc › › Acceso a la documentación
Área personal
Inicio del sitio
Calendario
Course dashboard

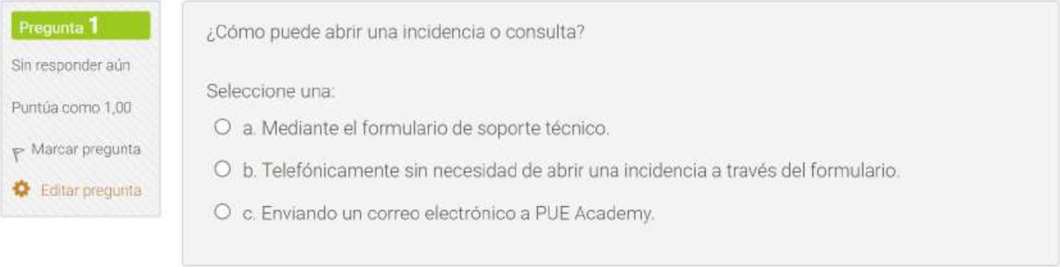
Documentación para el examen

Para poder realizar exámenes de certificación es necesario que haya una persona que asuma el rol de **supervisor de exámenes**. Pueden haber tantos supervisores como necesite.

A continuación le mostramos toda la información que necesitará para aprobar el examen de supervisor. La figura de supervisor de exámenes es necasaria tanto si va a realizar exámenes en local como exámenes con **Compass Cloud**.

El usuario supervisor

4. Realizar el examen



Pregunta 1

Sin responder aún

Puntúa como 1,00

Marcar pregunta

Editar pregunta

¿Cómo puede abrir una incidencia o consulta?

Seleccione una:

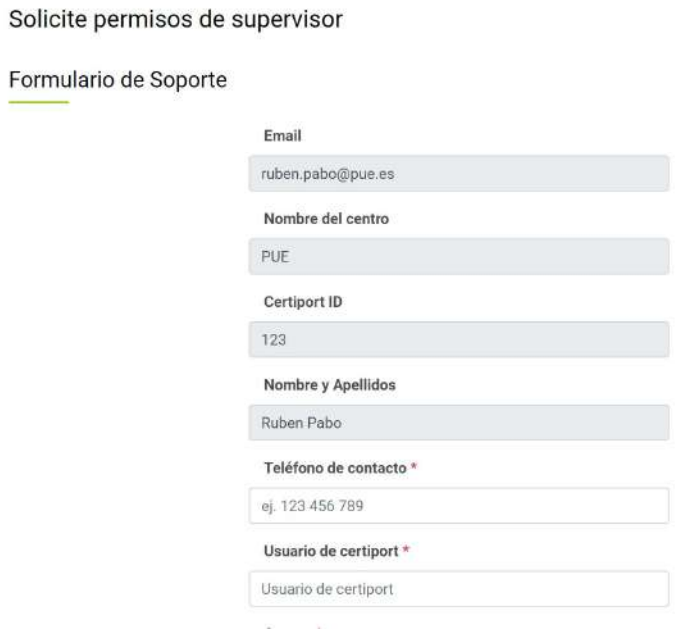
○ a. Mediante el formulario de soporte técnico.

○ b. Telefónicamente sin necesidad de abrir una incidencia a través del formulario.

○ c. Enviando un correo electrónico a PUE Academy.

- Dos intentos
- Sin tiempo límite
- Nota mínima 80%

5. Solicitar permisos de supervisor



Solicite permisos de supervisor

Formulario de Soporte

Email
ruben.pabo@pue.es

Nombre del centro
PUE

Certiport ID
123

Nombre y Apellidos
Ruben Pabo

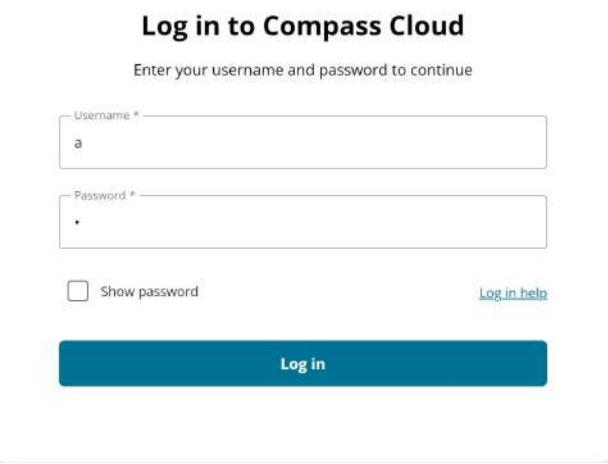
Teléfono de contacto *
ej. 123 456 789

Usuario de certiport *
Usuario de certiport

6. Reservar sesiones de exámenes

Ya puede acceder a Compass Cloud y reservar una sesión de exámenes:

https://compasscloud.certiport.com/scheduler/



Log in to Compass Cloud

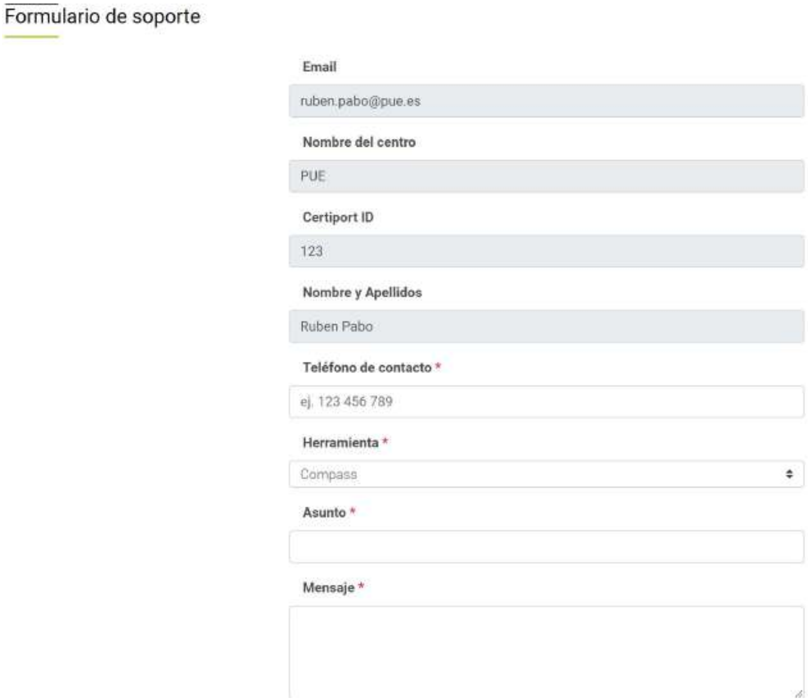
Enter your username and password to continue

Username *: a

Password *: •

☐ Show password
Log in help
Log in

Formulario de soporte



Formulario de soporte

Email
ruben.pabo@pue.es

Nombre del centro
PUE

Certiport ID
123

Nombre y Apellidos
Ruben Pabo

Teléfono de contacto *
ej. 123 456 789

Herramienta *
Compass

Asunto *

Mensaje *

No te pierdas todas nuestras novedades en nuestro perfil de LinkedIn

pue | academy

#PUEAcademyTalk

¡Muchas gracias!

para cualquier consulta, puedes dirigirte a

pueacademy@pue.es