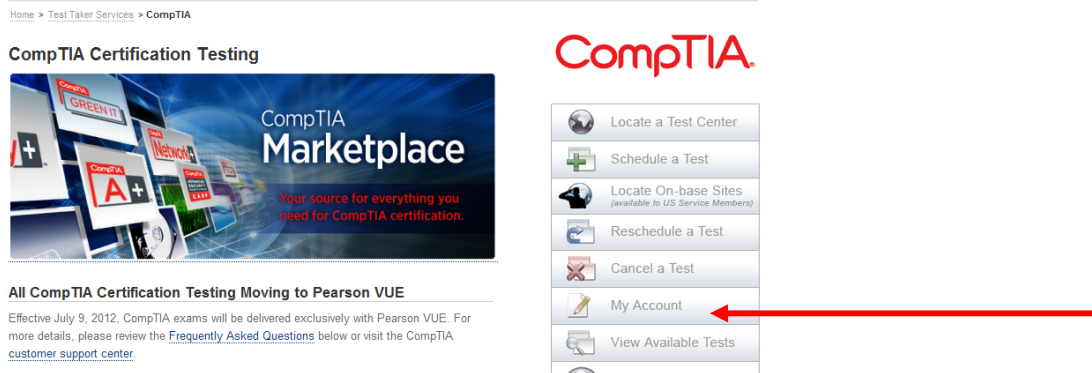


Hello!

This document explains how to Create a Pearson VUE Account and purchase the exam you will take using the Pearson VUE Anywhere Proctored system. You should only follow the process outlined in this document if you have received an invitation to do so by your CompTIA instructor. All other candidates should continue to use www.pearsonvue.com/comptia for their testing needs.

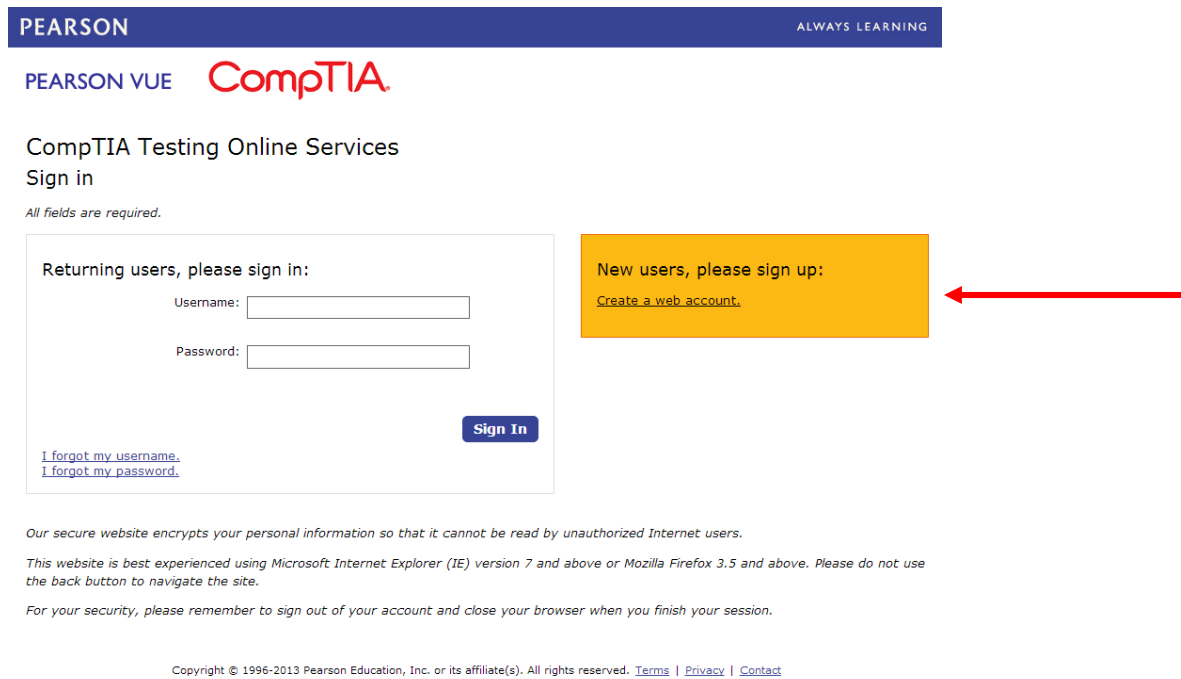
Create a Pearson VUE Account / Testing Profile

1. Start by going to www.pearsonvue.com/comptia
Select the 'My Account' button on the right side of the page as shown below



The screenshot shows the CompTIA Certification Testing website. On the left, there is a banner for 'CompTIA Marketplace' with the text 'Your source for everything you need for CompTIA certification.' Below the banner, it says 'All CompTIA Certification Testing Moving to Pearson VUE' and 'Effective July 9, 2012, CompTIA exams will be delivered exclusively with Pearson VUE. For more details, please review the [Frequently Asked Questions](#) below or visit the [CompTIA customer support center](#).' On the right, there is a navigation menu with the CompTIA logo at the top. The menu items are: 'Locate a Test Center', 'Schedule a Test', 'Locate On-base Sites (available to US Service Members)', 'Reschedule a Test', 'Cancel a Test', 'My Account', and 'View Available Tests'. A red arrow points to the 'My Account' button.

2. If you have **not tested** with CompTIA previously, **please create a web account** by clicking the link shown in the screenshot below. If you have tested with CompTIA previously, please go to www.pearsonvue.com/comptia/



The screenshot shows the Pearson VUE CompTIA Testing Online Services sign-in page. At the top, there is a blue header with the Pearson logo and 'ALWAYS LEARNING'. Below the header, there is a navigation bar with 'PEARSON VUE' and 'CompTIA'. The main heading is 'CompTIA Testing Online Services' and 'Sign in'. Below the heading, it says 'All fields are required.' There are two main sections: 'Returning users, please sign in:' and 'New users, please sign up:'. The 'Returning users' section has fields for 'Username:' and 'Password:', a 'Sign In' button, and links for 'I forgot my username.' and 'I forgot my password.'. The 'New users, please sign up:' section has a yellow background and a link for 'Create a web account.'. A red arrow points to the 'Create a web account.' link. At the bottom, there is a footer with copyright information: 'Copyright © 1996-2013 Pearson Education, Inc. or its affiliate(s). All rights reserved. [Terms](#) | [Privacy](#) | [Contact](#)'.

- As part of the account creation process, you will need to agree to the Privacy Policy Acceptance with CompTIA.

Privacy Policy Acceptance

By accessing this website and checking the box you indicate your acceptance of Pearson VUE's, a business of NCS Pearson, Inc., [Privacy Policy](#), Terms and Conditions, and use of cookies to support your experience and by providing your personal information you consent to the collection, use, and transfer of your personal data to Pearson VUE, its authorized third parties, and our test program owners as the data controller. In addition, some test program owners have their own, possibly different, privacy policies.

- If you have **not tested** with CompTIA previously, **please create your profile** by entering the information as shown below. Choose "Next"

PEARSON ALWAYS LEARNING

PEARSON VUE **CompTIA**

CompTIA Testing Online Services

1 Sign up or Sign in 2 Contact Information 3 Additional Information 4 Create Account

Step 1: Sign up or Sign in

Required information is marked with an asterisk (*).
Enter information on this page in the Roman alphabet. (Alphanumeric)

New users, please sign up for a web account

* Do you know your CompTIA ID? [What is this?](#) Yes, my CompTIA ID is:
 No, I do not know my CompTIA ID.

Personal

IMPORTANT: YOU MUST ENTER YOUR LEGAL NAME EXACTLY AS IT APPEARS ON THE IDENTIFICATION YOU WILL PRESENT AT THE TEST CENTER. If there is not an exact match, you will not be able to take your test and you will not be reimbursed for any fees paid.

Title:
Example: Mr., Ms., Mrs., Dr.

* First Name / Given Name:

* Last Name / Surname / Family Name:

Suffix:
Example: Jr., Sr., II, III, IV

Email

Most email correspondence is sent immediately, but some may take up to 24 hours. If you do not receive an email, please check your spam or bulk email folder. [We never sell email addresses.](#)

* Email:

* Confirm Email:

I want to receive Pearson VUE marketing emails.

Returning users, please sign in

If you have a username and password, please [sign in](#).

Privacy Policy

If you have questions about how your personal information may be used, please read our [Privacy Policy](#).

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5. You will also be asked to enter your address, company name, telephone number, as part of this process.

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PEARSON VUE **CompTIA**

CompTIA Testing Online Services

1 Sign up or Sign in 2 **Contact Information** 3 Additional Information 4 Create Account

Step 2: Contact Information

Required information is marked with an asterisk (*).
Enter information on this page in the Roman alphabet. (Alphanumeric)

Address and Telephone

Address Type:

* Country of Residence:

Company:

* Address 1:

Address 2:

Address 3:

* City:

ZIP Code:

* Telephone: +
[Country Codes](#)

Extension:

Mobile Telephone Number: +
[Country Codes](#)

Secondary Contact Information

You have the option of adding Secondary Contact Information.

Communication Preferences

SMS is available for mobile telephone numbers in these [countries](#). Standard carrier rate policy applies.

Confirmation Preferences: Email SMS Paper

Reminder Preferences: Email SMS

← Previous

Next →

6. You will now be asked to provide your CompTIA member number. If you have one, please enter it here. It is not required.

PEARSON ALWAYS LEARNING

PEARSON VUE **CompTIA**

CompTIA Testing Online Services

1 Sign up or Sign in 2 Contact Information 3 Additional Information 4 Create Account

Step 3: Additional Information
Required information is marked with an asterisk ().*
Enter information on this page in the Roman alphabet. (Alphanumeric)

Additional Information
The following information is being collected on behalf of CompTIA Testing.

* Is your company a CompTIA member?

← Previous Next →

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PEARSON ALWAYS LEARNING

PEARSON VUE **CompTIA**

CompTIA Testing Online Services

1 Sign up or Sign in 2 Contact Information 3 Additional Information 4 Create Account

Step 3: Additional Information
Required information is marked with an asterisk ().*
Enter information on this page in the Roman alphabet. (Alphanumeric)

Additional Information
The following information is being collected on behalf of CompTIA Testing.

* Is your company a CompTIA member?

! * If yes, please enter the company's CompTIA member number in the field provided.

← Previous Next →

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7. You will be prompted to choose your username and password.

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PEARSON VUE **CompTIA**

CompTIA Testing Online Services

1 Sign up or Sign in 2 Contact Information 3 Additional Information 4 **Create Account**

Step 4: Create Account
All fields are required.
Enter information on this page in the Roman alphabet. (Alphanumeric)

Username
Your username must contain 6 or more characters.

Username:

Password

Password:

Password Strength: **TOO SHORT**

Confirm Password:

Your password must contain:

- 7 or more characters
- a combination of uppercase and lowercase letters
- numbers (0-9) or symbols (#, \$, %, etc.)

Your password cannot include your username.

Security Questions
Your security answers cannot contain your username or password.

Question:

Answer:

Question:

Answer:

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Purchase your CompTIA Exam

1. **After** you have created your web account, go to www.pearsonvue.com/comptia/ap
2. Sign in to the web site using your username and password.

CompTIA Anywhere Proctored exams

This page is designed for test takers planning on taking a CompTIA exam delivered via Pearson VUE's Anywhere Proctored service **and** CompTIA-approved administrators who will monitor the delivery of these exams.

CompTIA.

RELATED LINKS

[FAQs for test takers](#)

[FAQs for CompTIA-approved administrators](#)

[CompTIA testing at Pearson VUE test centers](#)

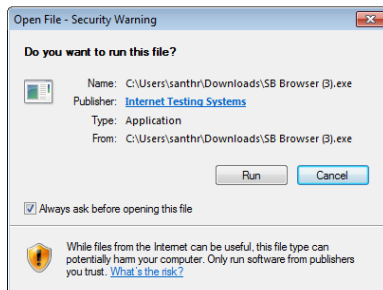
Test taker steps

1. [Create a Pearson VUE web account](#) a minimum of two (2) days prior to your appointment date. This account is created ONE TIME and can be used for scheduling both Anywhere Proctored exams and exams taken within a Pearson VUE® Authorized Test Center (PUTC).
2. [Run a system test](#) to verify your computer meets the minimum specifications:
 - Operating System: Windows 2000 or higher, Mac OS X 10.3.9 or higher
 - Internet Browser Version: Internet Explorer v6 or higher, Firefox 3.0 or higher, Safari 2.0 or higher, Chrome 5.0 or higher
 - Screen Resolution: equal to or greater than 1024 X 768
 - Flash Version: 9 or greater
 - Internet Connection: You will need a sustained, high-speed, Internet connection throughout the duration of exam delivery.
3. Sign in to purchase and launch the exam. Use the userID and password you set-up for your Pearson VUE web account.

[Sign In Now >](#)



3. To launch your AP exam, you must use a Secure Browser. The Secure Browser (SB Browser.exe) will start once you press the sign-in button above.



- You then will be asked to enter your username and password.

PEARSON ALWAYS LEARNING

PEARSON VUE **CompTIA**

CompTIA Testing Online Services

Sign in

All fields are required.

Returning users, please sign in:

Username:

Password:

[I forgot my username.](#)
[I forgot my password.](#)

[Sign In](#)

New users, please sign up:

[Create a web account.](#)

Our secure website encrypts your personal information so that it cannot be read by unauthorized Internet users.

This website is best experienced using Microsoft Internet Explorer (IE) version 7 and above or Mozilla Firefox 3.5 and above. Please do not use the back button to navigate the site.

For your security, please remember to sign out of your account and close your browser when you finish your session.


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- Once you have signed-in, please **select the link to enter your Private Access code** provided to you by your CompTIA instructor.

[Do you have a private access code?](#) [What is this?](#)

[I want to see exams for a different testing program.](#)

Private Access Code:



- After you enter the Private Access Code, you will now be prompted to select the exam you would like to purchase and to confirm your choice.

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[Home](#) | [My Profile](#) | [My Order](#) | [Sign Out](#)

PEARSON VUE **CompTIA**


Exam Details

Signed In as: ComptaDemo AprilTwentyTwo
CompTIA ID: ID Pending

Exam: FC0-U41: CompTIA Strata IT Fundamentals Exam
Price*: USD 50.00
Currently Available Languages: English
Exam Availability: May 22, 2013 - May 24, 2013

*Prices listed are based on today's date and do not include local taxes which may be applicable.

[← Previous](#)[Register for this Exam →](#)



7. You will now be prompted to answer an additional question.

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PEARSON VUE **CompTIA**

Additional Questions from CompTIA Testing Signed In as: ComptiaDemo AprilTwentyTwo
CompTIA ID: ID Pending

For: FCO-U41: CompTIA Strata IT Fundamentals Exam

Required information is marked with an asterisk ().*

Are you a veteran using government funding (e.g. WIA, Post 9/11 GI Bill) to pay for your CompTIA certification costs?

Yes

No

Fields in bold cannot be edited online. Please contact CompTIA Testing to update this information.

[← Previous](#) [Next →](#)

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8. You are now ready to confirm your order and proceed to checkout.

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[Home](#) | [My Profile](#) | **My Order** | [Sign Out](#)

PEARSON VUE **CompTIA**

My Order Signed In as: ComptiaDemo AprilTwentyTwo
CompTIA ID: ID Pending

Description	Details	Price	Actions
Exam FCO-U41: CompTIA Strata IT Fundamentals Exam Language: English Exam Length: 90 minutes	Exam Availability From: May 22, 2013 To: May 24, 2013	50.00	Remove Item

Total Due

Subtotal:	50.00
Tax:	0.00
ESTIMATED TOTAL DUE:	USD 50.00

or

You can enter voucher/promotion codes on the payment screen.

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9. Enter your payment information: Credit Card, voucher number or Promotion Code.

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[Home](#) | [My Profile](#) | [My Order](#) | [Sign Out](#)

PEARSON VUE **CompTIA**

Checkout - Step 3: Enter Payment Signed In as: ComptiaDemo AprilTwentyTwo
CompTIA ID: ID Pending

1 Confirm Personal Information 2 Agree to Policies 3 Enter Payment 4 Submit Order 5 Receipt

Order Total

Subtotal: 50.00
Tax: 0.00
TOTAL DUE: USD 50.00

[Add Discount](#) [What is this?](#)

Voucher/Promotion Code: [Apply Discount](#)

Required information is marked with an asterisk (*).

10. Submit your order.

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[Home](#) | [My Profile](#) | [My Order](#) | [Sign Out](#)

PEARSON VUE **CompTIA**

Checkout - Step 4: Submit Order Signed In as: ComptiaDemo AprilTwentyTwo
CompTIA ID: ID Pending

1 Confirm Personal Information 2 Agree to Policies 3 Enter Payment 4 Submit Order 5 Receipt

Your order is NOT complete until you click the "Submit Order" button.

Confirm Order Details

Description	Details	Price
Exam FC0-U41: CompTIA Strata IT Fundamentals Exam Language: English Exam Length: 90 minutes	Exam Availability From: May 22, 2013 To: May 24, 2013	50.00

Payment Details

Exams purchased for: Name: ComptiaDemo AprilTwentyTwo CompTIA ID: ID Pending	Order Total Subtotal: 50.00 Tax: 0.00 TOTAL DUE: USD 50.00 VISA ****1443 USD 50.00
--	---

[← Previous](#) [X Cancel Order](#) [Submit Order →](#)

11. Here is your receipt, please print for your records. You will also be emailed a confirmation letter of your exam purchase.

PEARSON
ALWAYS LEARNING

[Home](#) | [My Profile](#) | [My Order](#) | [Sign Out](#)

PEARSON VUE

Signed In as: ComptiaDemo AprilTwentyTwo
CompTIA ID: ID Pending

Checkout - Step 5: Receipt

You have successfully purchased an online exam. You may begin the exam now, or return to your home page to begin the exam later. Exam availability details are listed below.

[Print Receipt](#)

Online Exam Details

Description	Details	Order Information	Price
Exam FC0-U41: CompTIA Strata IT Fundamentals Exam Language: English Exam Length: 90 minutes	Exam Availability From: May 22, 2013 02:20 PM CDT To: May 24, 2013 02:20 PM CDT	Order Number/Invoice 0000-0915-6875 Registration ID 6213115 Status Purchased	50.00

! **This exam can only be launched in a secure delivery browser. [Get it Now!](#)**

Begin Exam

12. Notify your trainer that you have completed purchasing your exam and are ready to start the exam session. Your trainer will unlock the exam for you to begin testing.

13. Your trainer will unlock the exam for you to begin testing.

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Close

PEARSON VUE

Please confirm the information below and select your test. If the information is correct, raise your hand to notify your test administrator that you are ready for your ID to be verified. Please take out your ID and have it ready.

CANDIDATE INFORMATION	
Name*	Cuppy Cakes
Exam Name*	Strata IT Fundamentals

FOR PROCTOR USE ONLY	
Identification Presented*	<input type="radio"/> Photo ID and Other <input type="radio"/> Turned Away (Insufficient Identification)
Proctor User Name*	<input type="text"/>
Proctor Password*	<input type="password"/>

(* denotes required field)

Continue

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After you complete the test, you may sign-in to www.pearsonvue.com/comptia and view the score report you have taken on the Anywhere Proctored system.