



Guidance

PLEASE READ THIS GUIDANCE DOCUMENT BEFORE ACCESSING THE ASSESSMENT

This guidance has been devised to support candidates who wish to take the assessment for the People Dancing Professional Qualification **Level 2 Award in Risk Assessment for Participatory Arts Practitioners**.

One time only

You will only be able to access the assessment **once** so please ensure you are ready to take the test before selecting the 'Assessment' option on this web page.

Time limit

Once you open the assessment you will continue to have access to it for a maximum of 2 hours. This is considerably longer than you are likely to need.

If you have not submitted your work at the end of the two-hour period the system will automatically submit the answers you have provided and you will not be able to open the assessment again.

Answering questions

Questions within the assessment are provided in a number of formats including multiple choice, true or false, drag and drop and short written answers.

You should attempt all the questions in the assessment.

You can change any of your answers prior to clicking on the 'Submit' button that appears at the end of the assessment.

Review your answers before finishing your assessment.

When you are ready to finish the assessment click the 'Submit' button. The system will ask you if you are sure that you want to submit the answers that you have given. If you are sure click the 'Submit' button again.

Once the 'Submit' button has been selected a second time a message will appear on the screen confirming that your assessment has been submitted.

You will not be able to revisit the questions or your answers once the Submit button has been clicked for the second time.

Results

The results of your assessment will be emailed to you within three weeks of submission.