

PROMETRIC



In-Facility Testing Event Creation





+ Use link below to log into the ISO-Quality System

+ <https://www.isoqualitytesting.com/>

The screenshot shows the ISO-QUALITY TESTING, INC. website homepage. At the top left is a globe icon and the company logo. A navigation bar contains buttons for TAKE A TEST, CLIENTS & AGENCIES, CERTIFIED PROCTORS, ABOUT IQT, TESTING CENTERS, BECOME A TESTING CENTER, CONTACT US, and REGISTRY. Below the navigation bar is a 'Home' link. The main content area features a heading 'Global Computerized Examination Solutions!' followed by a welcome message and contact information. To the right is a photograph of the ISO-QUALITY TESTING, INC. building. Below the main text is a section titled 'Benefits of Becoming an IQT Testing Center' with three links. At the bottom left is a 'SECURE' logo with 'DATA ENCRYPTED' and 'networksolutions' text. At the bottom right is a blue wavy graphic containing the company's address, phone numbers, and website URL.

ISO-QUALITY TESTING, INC.

TAKE A TEST CLIENTS & AGENCIES CERTIFIED PROCTORS ABOUT IQT TESTING CENTERS BECOME A TESTING CENTER CONTACT US REGISTRY

Home

Global Computerized Examination Solutions!

Welcome to the ISO Quality Testing site.

ISO-Quality Testing welcomes the New Jersey Board of Cosmetology and Hairstyling schools and candidates! Please email us at registrations@isoqualitytesting.com or contact us at 1-866-773-1114 with any questions relating to registrations or testing during our regular business hours of 8 AM to 5 PM EDT Monday through Friday.

Benefits of Becoming an IQT Testing Center

- [Becoming an IQT Preferred Testing Center.](#)
- [Testing Center FAQ's.](#)
- [Apply to Become a Testing Center.](#)

SECURE DATA ENCRYPTED
networksolutions

25400 US Hwy 19 N., Ste. 285 B
Clearwater, Florida 33763
Toll Free: 866-773-1114
Main: 727-733-1110
Fax: 727-738-8522
www.isoqualitytesting.com



+ Click the tab “Testing Center”



ISO-QUALITY
TESTING, INC.

TAKE A TEST

CLIENTS &
AGENCIES

CERTIFIED
PROCTORS

ABOUT IQT

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Benefits of Becoming an IQT Testing Center

- [Becoming an IQT Preferred Testing Center.](#)
- [Testing Center FAQ's.](#)
- [Apply to Become a Testing Center.](#)



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Clearwater, Florida 33763

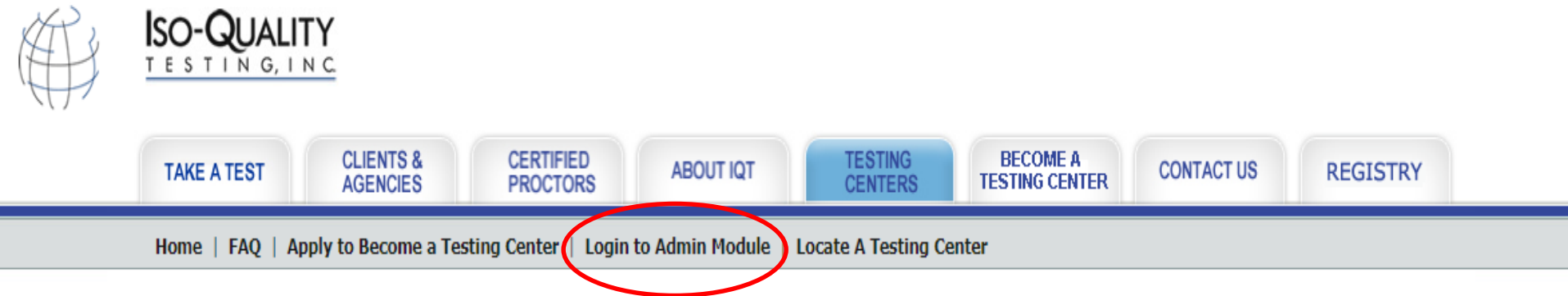
Toll Free: 866-773-1114

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www.isoqualitytesting.com

+ Click the header “Login to Admin Module”



[Click Here To Download The Becoming An IQT Test Center Brochure](#) »»

BECOMING AN ISO-QUALITY TESTING, INC. (IQT) PREFERRED TESTING CENTER

1. Understand the Benefits of becoming an IQT preferred Testing Center

- ☐ Increase your candidate testing volume and earn more revenue
- ☐ Better employ your test center's seat availability
- ☐ User-friendly testing center web-based support system plus phone access to support staff
- ☐ Full control to manage, modify, and enter available testing seats, test center hours, etc.
- ☐ Candidates can register to take an examination at your center 24/7

- + Detail on your log in would be included in your welcome letter sent by our Operations Associate Team.
- + Any help needed, contact our Operations Associate team at 1-866-794-3497, select Option 2 then Option 1 (7am to 5pm Central Time Monday – Friday) or e-mail at opsserviceteam@prometric.com.



ISO-QUALITY
TESTING, INC.

TAKE A TEST

CLIENTS &
AGENCIES

CERTIFIED
PROCTORS

ABOUT IQT

TESTING
CENTERS

BECOME A
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CONTACT US

REGISTRY

Home

IQT Login

Username:

Password:

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Clearwater, Florida 33763

Toll Free: 866-773-1114

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+ Click “Enter Seat Availability”



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[Home](#) | [FAQ](#) | [Logout](#)

ADMINISTRATION MODULE

[Enter Seat Availability](#) >>

Please input your seat availability for at least the next 30 days.
You may enter as many days into the future as are available.

[Run a Schedule Report](#) >>

[Download Secure Browser](#) >>

(One-time site installation, self-updating application)

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www.isoqualitytesting.com

Seat Creation (Continued)



- + Below, you can see your locations calendar.
- + If you are a location that is offering REG events as well, they will not reflect on your IFT Testing Center Scheduling.
- + Select the day you would like to add an event for.
- + Must be submitted at least 14 days prior to the preferred test date to allow Prometric to secure a Nurse to evaluate the event. (You can submit events as far out as you would like which help to ensure the securing of a Nurse)

[<Return>](#) [<Print>](#)

Testing Center Scheduling
2264 _Sample School Dallas

Sites: ▼

October 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27 <Schedule>	28 <Schedule>	29 <Schedule>	30 <Schedule>	1 <Schedule>	2 <Schedule>	3 <Schedule>
4 <Schedule>	5 <Schedule>	6 <Schedule>	7 <Schedule>	8 <Schedule>	9 <Schedule>	10 <Schedule>
11 <Schedule>	12 <Schedule>	13 <Schedule>	14 <Schedule>	15 <Schedule>	16 <Schedule>	17 <Schedule>
18 <Schedule>	19 <Schedule>	20 <Schedule>	21 <Schedule>	22 <Schedule>	23 <Schedule>	24 <Schedule>

Seat Creation (Continued)



- + Select the day you want your testing event on in the “From Date” and “To Date”
- + Event start time can only be 8am or 9am and all candidates regardless of exam will arrive at the same time.
- + Number of seats per day can only be between 5 to 8.
- + **Select “All Exams” to create seats for the written exams first if needed. You can always schedule clinical exams days only.**

Testing Center Schedule

2264 _Sample School Dallas

0 :scheduled events found

[<Add New>](#) [<Return>](#)

Add New Type: ▾

From Date: ...

To Date: ...

Start Time: ▾

End Time: ▾

Number Seats:

▾

▾
All Exams
TX Nurse Aide Clinical

Seat Creation (Continued)

+ Click “Add Seats”

Testing Center Schedule

2264 _Sample School Dallas

0 :scheduled events found

[<Add New>](#) [<Return>](#)

Add New Type: ▼

From Date: <input type="text" value="10/22/2020"/> ...	To Date: <input type="text" value="10/22/2020"/> ...
Start Time: <input type="text" value="8:00 AM"/> ▼	End Time: <input type="text" value="10:00 AM"/> ▼
Number Seats: <input type="text" value="05"/> ▼	
<input type="text" value="All Exams"/> ▼	
<Add Seats>	<Cancel>

Seat Creation (Continued)



- + In the window below, you will see the seats that have been added to your location.
- + You can not do written exams only. You will need to add seats for your clinical test as well.
- + Click "Add New".

Testing Center Schedule

2264 _Sample School Dallas

Date	Day	Start	End	Last Name	First Name	Exam Name	Minutes	ADA	
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete

5 :scheduled events found

[<Add New>](#) [<Return>](#)

Seat Creation (Continued)



- + Select "TX Nurse Aide Clinical" to create seats for the clinical exam.
- + The selected day needs to mirror the day you created the written on in the "From Date" and "To Date"
- + Event start time needs to mirror the time you created the written test time.
- + Number of seats per day can only be between 5 to 8. (This means you could have 8 clinicals and only 5 written for the test date)
- + Click "Add Seats"

Testing Center Schedule

2264 _Sample School Dallas

Date	Day	Start	End	Last Name	First Name	Exam Name	Minutes	ADA	
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete

5 :scheduled events found

[<Add New>](#) [<Return>](#)

Add New Type: ▾

From Date:	<input type="text" value="10/22/2020"/>	<input type="button" value="..."/>	To Date:	<input type="text" value="10/22/2020"/>	<input type="button" value="..."/>
Start Time:	<input type="text" value="8:00 AM"/>	▾	End Time:	<input type="text" value="12:00 PM"/>	▾
Number Seats:	<input type="text" value="05"/>				
	<input type="text" value="TX Nurse Aide Clinical"/> ▾				
	<Add Seats> <Cancel>				

Seat Creation (Continued)



- + In the window below, you will see the seats that have been added to your location.
- + You can click “Add New” and follow the slides 8-11 again for more test dates.
- + If you are done, click “Return”

Testing Center Schedule

2264 _Sample School Dallas

Date	Day	Start	End	Last Name	First Name	Exam Name	Minutes	ADA	
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu	8:00 AM	10:00 AM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu--TX Nurse Aide Clinical	8:00 AM	12:00 PM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu--TX Nurse Aide Clinical	8:00 AM	12:00 PM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu--TX Nurse Aide Clinical	8:00 AM	12:00 PM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu--TX Nurse Aide Clinical	8:00 AM	12:00 PM	--Open--	--Open--	--Open--			Delete
10/22/2020	Thu--TX Nurse Aide Clinical	8:00 AM	12:00 PM	--Open--	--Open--	--Open--			Delete

10 scheduled events found

[<Add New>](#) [<Return>](#)

Seat Creation (Continued)



- + Below, you can see your locations calendar and it will reflect the seats you have created.
- + The end time is for seat holds not the time the candidate's day will end.
- + On average, a full exam day should be 10 hours.
- + Now you can let your students know to schedule their exams.

[<Return>](#) [<Print>](#) **Testing Center Scheduling**
2264 _Sample School Dallas

Sites:

October 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27 <Schedule>	28 <Schedule>	29 <Schedule>	30 <Schedule>	1 <Schedule>	2 <Schedule>	3 <Schedule>
4 <Schedule>	5 <Schedule>	6 <Schedule>	7 <Schedule>	8 <Schedule>	9 <Schedule>	10 <Schedule>
11 <Schedule>	12 <Schedule>	13 <Schedule>	14 <Schedule>	15 <Schedule>	16 <Schedule>	17 <Schedule>
18 <Schedule>	19 <Schedule>	20 <Schedule>	21 <Schedule>	22 <Schedule> 8:00-10:00 (0 of: 5) 8:00-12:00 (0 of: 5)	23 <Schedule>	24 <Schedule>
25 <Schedule>	26 <Schedule>	27 <Schedule>	28 <Schedule>	29 <Schedule>	30 <Schedule>	31 <Schedule> 8:00-10:00 (0 of: 1) 8:00-12:00 (0 of: 1)
1 <Schedule>	2 <Schedule>	3 <Schedule>	4 <Schedule>	5 <Schedule>	6 <Schedule>	7 <Schedule>

Checking Rosters



- + To be able to check on who is scheduled for what test days. This can be done from your Testing Center Scheduling Calendar.
- + In the example below, you see how we created 14 seats and of that 14, 14 exams have been scheduled.
- + Click “Schedule” to see details of who is scheduled.

Testing Center Scheduling
2181 TX Nurse Aide Regional Sample Test Site - Texas Dallas

Sites: Prometric Override

October 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27 <Schedule>	28 <Schedule>	29 <Schedule>	30 <Schedule> 0:00-0:01 (14 of: 14)	1 <Schedule>	2 <Schedule>	3 <Schedule>
4 <Schedule>	5 <Schedule>	6 <Schedule>	7 <Schedule>	8 <Schedule>	9 <Schedule>	10 <Schedule>
11 <Schedule>	12 <Schedule> HOLIDAY ALERT!	13 <Schedule>	14 <Schedule>	15 <Schedule>	16 <Schedule>	17 <Schedule>

Checking Rosters (Continued)



- + Below, you can see who is scheduled and what exams they are scheduled for.
- + If anything is not correct, you will need to instruct your student to take action for resolution per your direction.
- + All rescheduling and cancelation policies will follow TXCNA guidelines. These are all outlined on the bulletin at <https://www.prometric.com/nurseaide/tx>

Testing Center Schedule

2181 TX Nurse Aide Regional Sample Test Site - Texas

Date	Day	Start	End	Last Name	First Name	Exam Name
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical
9/30/2020	Wed	12:00 AM	12:01 AM	Cliff	Sample	TX Nurse Aide Clinical

14 :scheduled events found

[<Add New>](#) [<Return>](#)

Questions

Any help needed, contact our Operations Associate team at 1-866-794-3497, select Option 2 then Option 1 (7am to 5pm Central Time Monday – Friday) or e-mail at opsserviceteam@prometric.com.

