



Australian Council for Educational Research (ACER)



## MSAP Ireland Online Testing Step-by-Step Guide

**This document should be read in its entirety well before your test day to ensure that you are prepared, understand what to expect and have completed all necessary steps.**

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## Step 1 – Test room and technical requirements

Before proceeding to book your MSAP Ireland online test, you **MUST** ensure that you have:

- a functioning web camera & microphone (connected/inbuilt) to the computer you will use for the test
- a stable, strong internet connection
- a suitable private room to sit the test (at home or at a friend's house), free from noise and distraction. (Public locations such as universities and libraries often have network firewalls in place which may block your connection to the online proctoring service and prevent you from sitting MSAP)
- equipment specified by the online proctoring service [minimum 'Technical Requirements' specification](#)

The screenshot shows the ProctorU website with the article "What equipment will I need in order to be proctored?". It includes a table of system requirements and a list of additional requirements.

Type	Minimum	Recommended
Web Camera	640x480 resolution	1280x720 resolution
PC Users	Windows Vista	Windows 10 (OS 5 mode is not supported)
Mac Users	OS X 10.9 or higher	OS X 10.13 High Sierra
Internet Download Speed	1.768 Mbps	1.5 Mbps
Internet Upload Speed	1.84 Mbps	1 Mbps
RAM	1024 MB	2 GB
Ports	1305, 843, 80, 443, 51313, UDP/TCP	1305, 843, 80, 443, 51313, UDP/TCP

**ADDITIONAL REQUIREMENTS**

- ✓ Test your equipment
- ✓ A functioning microphone (some web cameras have them built-in)

**NOT SUPPORTED**

- ✗ Google Chromebooks (supported for G Suite Certification and G Suite Administrator exams)

It is your responsibility to ensure that your computer meets the minimum technical requirements before you book your test with ACER and **schedule your test time with the online proctoring service**. The ProctorU website has detailed troubleshooting assistance should you need help with your equipment setup. Please refer to their [website](#) for assistance.

## Step 2 – Register for MSAP Ireland with ACER

When the MSAP Ireland booking system is open, you can book and make payment for the test by creating your [ACER user account](#). Once your account is created, please log in.

Under the heading "Assessments" choose "I want to....Register for the test" next to MSAP Ireland, and proceed to fill in the required details to complete your booking. **You must first book the test with ACER and pay your test fee(s). Your test registration is not complete and you will not be able to sit MSAP Ireland if you visit the ProctorU site and schedule your test session(s) but do not book with ACER first.**

Once you have completed your test booking with ACER, you will receive a confirmation email containing a link requesting that you also create an account and schedule your test session with ProctorU.

Check that your personal details and test registration are correct.

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The screenshot shows the ACER Assessments page with a list of tests. The MSAP Ireland entry is highlighted with a red arrow pointing to the "Register for MSAP Ireland 2021" button. Another red arrow points to the "Salford UK" text next to the button.

Assessment	Available actions
AEA Aptitude for Engineering and Computer Science Assessment	Available actions
GAMSAT Graduate Medical School Admissions Test (Registrations open for March 2021)	Available actions
HPAT-IRELAND Health Professions Admission Test - Ireland (Registrations open for 2021)	Available actions
HPAT-ULSTER Health Professions Admission Test - Ulster (Registrations open for 2021)	Available actions
ISAT International Student Admissions Test	Available actions
MSAP IRELAND Mature Students Admissions Pathway - Ireland (Registrations open for 2021)	Available actions Register for MSAP Ireland 2021 Purchase MSAP Ireland preparation materials View MSAP Ireland preparation materials Visit MSAP Ireland website
MSAP UK	Salford UK
uniTEST General Reasoning Test for Tertiary Studies (Registrations open for 2020)	Available actions

## Step 3 – Create a ProctorU account

Please ensure you are using Google Chrome as your browser when accessing the ProctorU website.

Create your account with ProctorU. Please note that this is a separate account from your ACER user account.

When you create your account with ProctorU, you **MUST use the same email address that you used to register and pay for the test with ACER (your ACER user account)**. This will ensure that your test booking and identity can be verified when you sit the test online.

Please ensure that you select the time zone for your location.

If you already have a Proctor U Account but it was not created for sitting MSAP Ireland please do the following:

Log in to your ProctorU account. Click on 'edit account' under personal setting. On the next page, click on 'add enrolment' under enrolment.

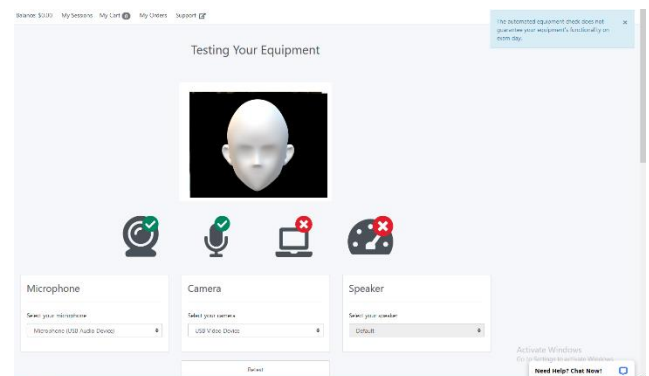
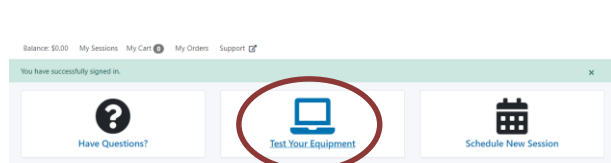
**\*Mature Student Admissions Test (MSAP) – ACER\***

Click on the 'update account' tab at the bottom. Once you have done this, go back to the 'home page' for your ProctorU account.

The screenshot shows the 'Create an Account' page on the ProctorU website. At the top is the ProctorU owl logo. Below it, the text 'Create an Account' is centered. The form is divided into several sections: 'Enrollments' with a dropdown menu showing 'Institution \* Mature Student Admission Pathway (MSAP) - ACER\*' and an 'Add Enrolment' button; 'Name' with 'First name \*' and 'Last name \*' input fields; 'Account' with 'Username \*', 'Email \*', and 'Password \*' input fields. The password field has a list of requirements: 'Must be between 8 and 16 characters long', 'Must include 1 lowercase, 1 uppercase character, and 1 digit', 'Must not be equal to username, email, phone number, first name, or last name', and 'Must not have the same character repeat more than 2 times'. Below this is a 'Password confirmation \*' field. The 'Timezone' section has a 'Time Zone \*' dropdown menu. The 'Contact' section has 'Phone mobile' and 'Phone home' input fields.

## Step 4 – Test your equipment

Run the equipment test via your ProctorU account as pictured below. It is the responsibility of the candidate to ensure the equipment test is completed in a timely manner (before the close of the ACER booking window) as equipment test failures may not qualify for refunds after the close of bookings. For more information on refund policy visit: <https://msap-ireland.acer.org/registration1/registration-fees>





Missing or outdated extension

Your browser extension is missing or out of date. Please download the latest version [HERE](#) and reload this page.

To continue on with the system metrics test anyway, click [HERE](#)

You may be prompted to download a ProctorU Chrome or Firefox extension, please follow the steps to add it to your browser to ensure the software will run on your computer. If you run into technical issues please contact ProctorU via their live chat for technical support.

The image shows two screenshots. The top one is the Chrome extension page for ProctorU, featuring a blue 'Add to Chrome' button circled in red. The bottom one is a Firefox extension download page with a blue 'DOWNLOAD NOW' button also circled in red. The Firefox page text reads: 'GET THE FIREFOX EXTENSION. A fully automated proctoring solution brought to you by the global leaders of online proctoring. DOWNLOAD NOW. Looking for the Google Chrome extension? Click here.'

## Step 5 – Schedule your test session(s) with ProctorU

To schedule your test session(s) with [ProctorU](#), click on the 'Schedule New Session' button. Select **\*Mature Student Admissions Test (MSAP) – ACER\*** as the institution and the relevant choices for 'term' and 'select your correct exam modules

Next, click on the 'Find Session' button. On left hand side of screen, select a date and time for your test session, then click on 'Find Available Times'. A list of possible sessions will be generated for you. Select your preferred session and proceed to book your test session by completing the required steps.

# MSAP IRELAND

Mature Students Admissions Pathway

Please select a date and time on the left. Once you have selected your date, please click the 'Find Available Times' button.

Select a Date

← March 2021 →

Su	Mo	Tu	We	Th	Fr	Sa
28	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

Select a Time

↑ 08 : 00 AM

↓

Find Available Times

8:00AM AEDT Saturday, March 6, 2021 4 months from now	*Mature Student Admission Pathway (MSAP)* Module 1 & 2 March 6 2021	SELECT
8:10AM AEDT Saturday, March 6, 2021 4 months from now	*Mature Student Admission Pathway (MSAP)* Module 1 & 2 March 6 2021	SELECT
8:20AM AEDT Saturday, March 6, 2021 4 months from now	*Mature Student Admission Pathway (MSAP)* Module 1 & 2 March 6 2021	SELECT
8:30AM AEDT Saturday, March 6, 2021 4 months from now	*Mature Student Admission Pathway (MSAP)* Module 1 & 2 March 6 2021	SELECT
8:40AM AEDT Saturday, March 6, 2021 4 months from now	*Mature Student Admission Pathway (MSAP)* Module 1 & 2 March 6 2021	SELECT
8:50AM AEDT Saturday, March 6, 2021 4 months from now	*Mature Student Admission Pathway (MSAP)* Module 1 & 2 March 6 2021	SELECT
9:00AM AEDT Saturday, March 6, 2021 4 months from now	*Mature Student Admission Pathway (MSAP)* Module 1 & 2 March 6 2021	SELECT
9:10AM AEDT	*Mature Student	

Exam

This exam is available from  
Saturday March 6, 2021 8:00AM AEDT - Saturday March 6, 2021 12:00PM AEDT

Exam Name  
\*Mature Student Admission Pathway (MSAP)\* Module 1 & 2  
March 6 2021

Institution  
\*Mature Student Admission Pathway (MSAP) - ACER\*

Term  
Open Ended

Exam Duration  
120 minutes

Pre-test procedures can take **around 30 minutes to an hour** (this does not count towards your test time). After you have scheduled your session, you will receive a verification and confirmation email from ProctorU. If you do not receive the email, please contact ProctorU.

**You are strongly advised to complete all of the necessary equipment checks before sitting your exam.**

## Step 6 – Your Admission Ticket

Log in to your [ACER user account](#) to access your Admission Ticket. Once logged in, click the 'View admission ticket' button.

Your registrations				
Assessment	Cycle	ID	Status	Actions
MSAP Ireland	2021	1500985R	Completed	<a href="#">Manage</a> <a href="#">View admission ticket</a>

You must have your Admission Ticket at the test sitting (digital or printed), together with your [ID document](#). **Your Admission Ticket contains important details, including your username to access your online MSAP Ireland test.** You will be required to show both documents prior to your test session being activated by the proctor. Please note, your Admission Ticket should have your details printed on it. If they do not display in the printed copy, check that Javascript is enabled (See how: <http://www.enable-javascript.com>).

## Step 7 – Download the Test Security App

To sit the test online, you are required to download and install the Test Security App.

The download links are available in your [ACER online account](#) (once created). You must install the application on the computer that you intend to sit the test with. **It is important that you download and install the App prior to proceeding with your test registration, as you will not be able to sit the test without having the App ready to use on your test day.**

Please note: **DO NOT attempt to log in or run the App until your scheduled test day(s).**

**If you are unable to install the application on your computer, you will not be able to sit the test online.**

**Unpermitted programs will be detected by the MSAP Security App while you are sitting the test. Your test will be locked and you will not be able to continue the test if such programs are detected.** Hence, please ensure any remote controlling software such as TeamViewer and VNC have been disabled or uninstalled before you sit the test.

## Step 8 – Test Day

**The only things you are allowed to bring to the test session are:**

- Printed or digital MSAP Ireland Admission Ticket
- A valid and current photo-bearing identity document
- A pen/pencil and two pages of blank paper for rough working (optional)

We strongly suggest visiting the toilet and having a meal and drink before you take your test.

Log in to your [ProctorU account](#), ready for your test **at least 5 minutes before the scheduled session.**

At your scheduled test time, a button to start the test for your session will appear. The countdown timer for the scheduled test session will reach zero.

Click the button to **'Start the Test Session'**. You will be connected to ProctorU and a proctor will assist you through the entire test process, including the pre-test administrative and technical checks. **Pre-test administrative procedures can take around 30 minutes to an hour** (this does not count as test time).

When you connect to your proctor, your printed Admission Ticket and [appropriate photo ID](#) will be checked. Your photo will also be taken by the proctor.

The proctor will ask you to use your webcam to scan your test room. This is to ensure the environment meets the requirements before you are permitted to start the test. You may be asked to scan your test room again during the test session, if your proctor suspects any act of misconduct.

After the pre-test administrative checks have been completed, your proctor will run the MSAP Security App on your computer/laptop to allow you to sit your test. **Your username** for the App is stated on your ACER MSAP Ireland **Admission Ticket**. Your proctor will enter the password to access the test.



## What to expect during your online test experience

### TIME ALLOWED

During the test you will see a timer in the top right-hand corner of the screen. This counts down the time remaining for the test.

Module 1: Written English (two short essays):

**1 hour** (includes 10 min reading time).

Module 2: Reasoning in the Humanities and Social Sciences (multiple-choice)

**1 hour** (includes 5 minutes reading time).

Module 3: Reasoning in the Sciences, Mathematics and Social Sciences (multiple-choice)

**1 hour** (includes 5 minutes reading time)

### COMMUNICATION WITH YOUR PROCTOR

You may not be able to see or speak to the proctor at all times during your test.

If you need to communicate with them, it is best to use the CHAT WINDOW.

You may not have the same proctor for the whole test.

### EXAM RULES

During your test, you are **not permitted** to:

- Leave the room without authorisation from the proctor.
- Navigate away from the test screen.
- Read test questions aloud or talk to anyone.
- Have anyone else in the test room with you (not even pets).
- Use a dictionary, calculator or mobile phone to assist you.
- Eat in the test room unless prior consent has been given by ACER.

**If you need to go to the toilet, you must get permission from the proctor first. Please note that the timer is not stopped while you are at the toilet, it will continue to count down.**

### RESOLVING TECHNICAL ISSUES

**A full record of your test session is submitted to ACER.** If you experience any issues (for example, technical or connection problems) during your test session, you should communicate these to your proctor immediately to try to resolve them. Sometimes due to unresolved technical problems it is possible that your test session may need to **be rescheduled to the next available MSAP Ireland test date (Please contact MSAP office for more details)**

If the proctor cannot resolve your issues, or for any other queries and concerns you may have regarding your test session, please contact ACER immediately by **email on the test day so the issue can be addressed without delay.**

If you need to report an issue to ACER regarding your online test session, please provide as much information as possible. Your case will be investigated based on the ProctorU test session records, ACER online test logs, and any information provided by you in writing.

## WHAT YOU WILL SEE ON YOUR SCREEN

**MSAP Module 1 & 2 or Module 1 & 3 or Module 1, 2 & 3 (depending on the modules you need to sit)**

Once logged in, you will see a screen with directions similar to the screen shot below:

### Directions

- 1 This test contains multiple choice questions.
- 2 You will obtain the best possible score if you observe these points:
  - (a) Work carefully through the questions in the order in which they are given.
  - (b) Don't waste too much time on any one question; if necessary, go on to the next question and come back to the difficult ones later.
  - (c) If you think you know an answer, select it – even if you are not certain you are correct. Marks will **not** be deducted for wrong answers.
  - (d) If you want to change your answer, simply select a different option.
  - (e) To go back to a previous question, click on the question number you wish to return to at the top of the screen.
- 3 Each question provides four alternative answers. You must choose **one** answer from these alternatives.

The total number of questions in this test is	
<input type="radio"/>	70.
<input type="radio"/>	50.
<input type="radio"/>	35.
<input type="radio"/>	32.

Choose your answer by clicking the relevant button.

35.

- 4 To move to the next question, click on **Next**.
- 5 At the end of the test, click the **Finish** button.

The screenshot below gives you an idea of the layout of the MSAP Module 1 (Written English) online test.

1 2

Write an essay in response to the comment below. Allow approximately 30 minutes for your essay. You should then move on to Task B by clicking the green **Next** button.

**Task A:**

Click here to begin





The screenshot below gives you an idea of the layout of the MSAP Module 2 & 3 online test.

A screenshot of the MSAP online test interface. At the top, a green bar contains the text "Timer will be located here". Below this is a navigation bar with numbered tabs from 1 to 18, with tab 18 highlighted in blue and labeled "End". The main content area is divided into two sections. The left section is titled "UNIT 6 (Question 18)" and contains the text "Exmple layout of test question". The right section is titled "Select your multiple choice answer here" and contains four radio button options, with the first one labeled "Answer selections". At the bottom of the interface, there are two buttons: a red "Back" button on the left and a green "Next" button on the right.

## Your MSAP Ireland results

Your MSAP Ireland results will be made available in your ACER account. You will receive an email notification once results are available to access.

For information on results release visit our website: <https://msap-ireland.acer.org/registration1/test-centres>