

HITACHI VANTARA

Kryterion Webassessor Test Taker User Guide

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Introduction

This guide is for Hitachi Vantara customers, partners and employees who plan to take a qualification test (HQT-xxx) or a certification exam (HCE-xxx) using KRYTERION's Webassessor system. It describes the procedures for creating an account and registering for an exam.

The Hitachi Vantara qualification tests and certification exams can be delivered in four different ways:

- **Onsite proctored:** proctored exam taken at a Kryterion testing center of your choice.

Support information: [Onsite testing at KRYTERION testing centers](#)

Applies to:

- all certification exams (HCE-xxxx)
- all qualification tests (HQT-xxxx) except HQT-0050, HQT-10xx and HQT-2xxx

- **Online proctored:** exam taken online at the location of your choice (home, office, etc.) and proctored remotely by Kryterion. An internet connection, an external webcam and a suitable environment are required.

Support information: [Online proctored testing](#)

[Online testing requirements](#)

[System Readiness Check](#)

Applies to:

- all certification exams (HCE-xxxx)
- all qualification tests (HQT-xxxx) except HQT-0050, HQT-10xx and HQT-2xxx

- **Hitachi Vantara (in-classroom) proctored:** proctored qualification test taken at a Hitachi Vantara facility under the supervision of an authorized Hitachi Vantara instructor or proctor. Such tests are typically delivered at the end of the supporting course.

Your local Hitachi Vantara training delivery organization can inform you about the availability of such tests in combination with the supporting training:

- Americas: education.amer@hitachivantara.com
- APAC: education.apac@hitachivantara.com
- EMEA: education.emea@hitachivantara.com

- **Online un-proctored:** non-proctored open-book qualification test taken online at any time and at the location of your choice (home, office, etc.). An internet connection is required.

Applies to:

- Qualification tests HQT-0050, HQT-10xx and HQT-2xxx

Access and first-time registration

Webassessor is available through the Hitachi Vantara Single Sign On (SSO) authentication portal.

■ You already have an account with Hitachi Vantara

If you have a login account with Hitachi Vantara then you have access to the Webassessor system:

- Go to: <https://www.webassessor.com/form/ssoLogin.do?method=process&provider=hitachi&brand=hitachi>
- Log in with your Hitachi Vantara credentials.
- You will be directed to your Webassessor personal home page.

■ You do not have an account with Hitachi Vantara

Please create a Hitachi Vantara account by completing the registration procedure:

- Go to <https://sso.hitachivantara.com/>
- Click the **Register Now!** link.
- Fill in the User Registration form.
- Read and agree with the *Hitachi Privacy Policy* and *Single Sign-on Terms*.
- Click **Complete Registration**, and follow the instructions.

Once your registration is complete your new Hitachi Vantara account will be created.

Important: this process may take several minutes as your account will be provisioned for all the Hitachi Vantara systems and applications you are entitled to access. So please wait for a few minutes before trying to access the Webassessor system here:

<https://www.webassessor.com/form/ssoLogin.do?method=process&provider=hitachi&brand=hitachi>

Exam registration procedures

1) Take an un-proctored, open-book online test

Applies to: HQT-0050, HQT-10xx and HQT-2xxx

- Log into your Webassessor account through Hitachi Vantara SSO using <https://www.webassessor.com/form/ssoLogin.do?method=process&provider=hitachi&brand=hitachi>.
- In the red menu bar on top click **REGISTER FOR AN EXAM**.
- Using the + sign, expand the “**Unproctored tests (HQT-0050, HQT-10xx, HQT-2xxx)**” catalog to locate your test.
- Click the **Register Now** button associated with your test.
- Verify the information and click **Proceed to payment**:
 - Voucher or coupon: enter the code in the “Coupon/Voucher Code” field and click **Apply**, then click **Submit Order**.
 - Credit card: provide your credit card information and click **Submit Order**.
- The “Scheduling Confirmation” screen appears:
 - An email will be sent to you confirming the purchase and providing details about your exam registration.
 - Click **Go to my exams** to return to your assessments page.
 - If prompted, **do not** install the secure browser, it is not used with unproctored tests.

You can take your test at any time. To launch it, click **MY ASSESSMENTS** in the red menu bar and use the **Launch** button in the REGISTERED EXAMS section.

2) Register for a proctored test or exam (Kryterion testing center or online proctored)

Applies to:

- all certification exams (HCE-xxxx)
 - all qualification tests (HQT-xxxx) except HQT-0050, HQT-10xx and HQT-2xxx
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- Log into your Webassessor account through Hitachi Vantara SSO at <https://www.webassessor.com/form/ssoLogin.do?method=process&provider=hitachi&brand=hitachi>.
 - In the red menu bar on top click **REGISTER FOR AN EXAM**.
 - Using the + sign, expand the “**Proctored qualification tests (HQT-xxxx)**” or the “**Proctored certification exams (HCE-xxxx)**” catalog to locate your exam.
 - Choose the delivery option (*Onsite Proctored* or *Online Proctored*) and click the associated **Register Now** button.
 - For *Onsite Proctored* only: choose a testing center and click **Register**.
 - Note: if the State field is blank, choose a state or “All” to activate the list of testing centers.
 - Choose a date and time and click **Schedule**.
 - Note: you can change the time format in the time pane (AM/PM or 24 Hour time).
 - Read and acknowledge the Terms & Agreement, and click **Proceed**.
 - Verify the information and click **Proceed to payment**:
 - Credit card: provide your credit card information and click **Submit Order**.

- Voucher or coupon: enter the code in the “Coupon/Voucher Code” field and click **Apply**, then click **Submit Order**.
- The “Scheduling Confirmation” screen appears:
 - An email will be sent to you confirming the purchase and providing details about your exam registration.
 - Click **Go to my exams** to return to your assessments page.
 - If prompted, install the **secure browser**. It will have to be installed before you launch your exam, and if not already done, you will also need to complete your **Biometric Profile** (instructions [here](#)).

To see, launch or reschedule your exam, click **MY ASSESSMENTS** in the red menu bar and find your exam in the REGISTERED EXAMS section.

3) Take an in-classroom, end-of-course qualification test proctored by a Hitachi Vantara instructor

Applies to: all technical proctored qualification tests (HQT-xxxx), pending availability in the training center where the course was delivered.

- Log into your Webassessor account through Hitachi Vantara SSO at <https://www.webassessor.com/form/ssoLogin.do?method=process&provider=hitachi&brand=hitachi>.
- In the red menu bar on top click **REGISTER FOR AN EXAM**.
- Using the + sign, expand the “**Instructor-Led Training tests (in-classroom only)**” catalog and locate your test.
- Click the **Register Now** button associated with your test.
- Verify the information and click **Proceed to payment**:
 - Voucher: using the voucher code provided by your instructor/proctor, enter the voucher code in the “Coupon/Voucher Code” field and click **Apply**, then click **Submit Order**.
- The “Scheduling Confirmation” screen appears:
 - An email will be sent to you confirming the purchase and providing details about your exam registration.
 - Click **Go to my exams** to return to your assessments page.
 - If prompted, do not install the secure browser, it is not needed for your in-classroom exam.

To start your test, click **MY ASSESSMENTS** in the red menu bar and use the **Launch** button in the REGISTERED EXAMS section.

Cancel an un-proctored, open-book online test

- Log into your Webassessor account through Hitachi Vantara SSO at <https://www.webassessor.com/form/ssoLogin.do?method=process&provider=hitachi&brand=hitachi>.
- Click **MY ASSESSMENTS** in the red menu bar, locate your test in the REGISTERED EXAMS section and on the right side under “Details”, use the **Cancel Registration** link.
- On the next page select **Yes, Cancel this registration** and click **Submit**.

Rescheduling and cancellation policy for proctored exams

IMPORTANT: you can cancel or reschedule a proctored test session free of charge only under the following conditions:

- at least **24 hours** (1 day) in advance for **online** proctored exams
- at least **72 hours** (3 days) in advance for **onsite** proctored exams at a testing center

Reschedule or cancel a scheduled proctored exam (online or onsite)

- Log into your Webassessor account through Hitachi Vantara SSO at <https://www.webassessor.com/form/ssoLogin.do?method=process&provider=hitachi&brand=hitachi>.
- Click **MY ASSESSMENTS** in the red menu bar, locate your test in the REGISTERED EXAMS section and on the right side under “Details”, use the **Reschedule/Cancel** link.
- On the next page:
 - select **Reschedule** and choose a new date and time.or
 - select **Cancel registration** and on the next page select **Yes, Cancel this registration** and click **Submit**.

Kryterion technical support for online proctored exams

Hitachi Vantara **CANNOT** assist you if you experience technical problems with Webassessor in relation to your exam session.

If you experience technical difficulties during set-up, launch, or within your online exam session, please contact the KRYTERION Technical Support.

Two options are available:

1. For **non-urgent** issues or requests:

- Fill-in the form here https://kryterion.force.com/support/s/contactsupport?language=en_US.

2. For **urgent** issues or requests:

- Use the chat button available at the bottom right of every page on the support site → https://kryterion.force.com/support/s/?language=en_US:



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