Hello {NAME],

Congratulations on taking the step to get certified!  Your exam session is booked for **DATE** at 10:00 am. I am inviting you to this video conferencing call for 9:30pm PST to go over any questions you may have and to demonstrate the process of logging into your exam.

Your exam will be 50 – 60 minutes long with time allotted for logging in and reviewing your results at the end. The total session time is 1.5 hours. If you are later than 10 minutes to your exam, your virtual computer (link) will be deactivated, and you will have to reschedule your exam time.

To join this meeting, log in from your computer. Make sure you have a working camera and a microphone. You can log in by clicking the purple link below. (If after you accepted the invite and you can’t see it in your Outlook calendar, double-check your “trash” bin, as it is typically tossed out after accepting.)

Here is your checklist for today:

* **Double-check** that you know your Certiport account username and password. To double-check that your login credentials are working,  log into/and out of your [Certiport](https://www.certiport.com/portal/SSL/Login.aspx) account online. You will be using these credentials to log into the testing software on the exam day.
* **Watch** the video on the [Student Certify](http://academy.ccilearning.com/certify/) page again! (Step 2, and you can make the video full screen). I’ve also attached the pdf version/transcript of this video.
* **Read** the Exam tutorial that applies to you. These tutorials are the same instructions that you will see before your exam. If you tend to get nervous taking exams, I recommend reading these today and then again before your exam. You’ll be fully prepared!
* Lastly, Certiport has more details on their website. I’ve provided you everything you will need but if you’d like to see more, feel free to visit [Certiport’s Exams from Home](https://certiport.pearsonvue.com/examsfromhome) page.