

## 2022-23 NATIONAL HEALTH SCIENCE CERTIFICATE (ASSESSMENT): PROCTOR INFORMATION

### Shortcut Registration Guide for Proctors:

<https://www.youscience.com/nchse/welcome/training.php>

### Step by Step:

1. **Current or Past Health Science teachers are not allowed to proctor the assessment. Please read the proctor agreement here:**  
<https://knowledgebase.youscience.com/agreement>
2. **New Proctors need to get sign on information please go select *Proctor Registration and register* at the following link [Proctor Registration \(precisionexams.com\)](https://precisionexams.com)** Use the name you are identified with at school, your school email address and set up your password.
3. **Returning Proctor, your Login ID is now your school email address.** If you have any issues logging in, please contact YouScience Support. Your password remains the same as you had before.
4. **Login Info and Passwords are confidential and non-transferrable.** You will choose your password.
5. Keep your log-in confidential and in a safe place as they will be your numbers to sign into any Precision Exam assessment, no matter the subject matter, for future evaluations. If you have registered previously, you need to go to *Proctor Login*.
6. At least one month before testing, please check with the administrator in charge of testing to ensure they submitted the required spreadsheet to Dana Depew ([ddepew@ed.sc.gov](mailto:ddepew@ed.sc.gov)), Assessment Coordinator, at SCDE. If the spreadsheet was returned, Dana registered all of the students in your school/district that will be taking the assessment.
7. If your students were previously registered via the spreadsheet, your students would only have to log in on the assessment day.

Student Login

Student ID

State

District

Test Code

*If you have a student whose name was not submitted on the spreadsheet or a “new tester.” They are still allowed to test.*

1. For students testing but not listed on the spreadsheet, you will need to go to student registration, fill out the information, and then have the student return to student login. Please go to the South Carolina Shortcut page to register students. Choose the student tab and **registration** from the drop-down box. [www.youscience.com/nchse](http://www.youscience.com/nchse)
2. If you have a student testing who was not turned in on the spreadsheet, you are also required to **contact Mrs. Depew** with the student’s Power School name, ten-digit state ID, and home school for state accountability. [ddepew@ed.sc.gov](mailto:ddepew@ed.sc.gov)
3. Once all students are registered and ready to log in, then you should release the test code.
4. It is best not to release the test code until all students are ready to start.
5. Although the test clock has 90 minutes built into it, the test is not timed.
6. Students may hide the test clock if they choose.
7. Should you have a student who needs more time, call You Science/Precision Exams Support @ 801-653-9356
8. **\*\*Important\*\* at the end of the assessment, when all students are complete, please access the Proctor Standards Report, print a copy, and email the results to the classroom teacher.**  
**For more information on how to run reports, visit:**  
<https://knowledgebase.youscience.com/reports/proctor-standards>
9. For more help articles and FAQs visit <https://knowledgebase.youscience.com/nhsa>

**For immediate assistance with any registrations or logins (student, teacher, proctor), pre-testing or post-testing issues, timing, power failure or any other emergencies please contact YouScience at (801) 653-9356 [support@youscience.com](mailto:support@youscience.com)**

**EXAM TROUBLESHOOTING:** [NHSC - Getting Started & Exam Troubleshooting \(youscience.com\)](#)

**Other Contact Information:**

**For spreadsheet submission please contact:**  
**SCDE CTE Assessment Coordinator**  
**Dana Depew at [ddepew@ed.sc.gov](mailto:ddepew@ed.sc.gov) 803-734-2828**

**For general information, like who should test, please contact:**  
**SC Health Science Education Associate**  
**Angel Clark at, [aclark@ed.sc.gov](mailto:aclark@ed.sc.gov) 803-734-0372**

### **Other “Good to Know” Information**

*For student accommodations information and answers to frequently asked questions, please review the assessment procedures and assessment info located on the SCDE technical skills assessment page.*

[Health Science Technical Skills Assessment Procedures](#)

Or

Contact YouScience Support

**(801) 653-9356** [support@youscience.com](mailto:support@youscience.com)

*Currently, the SCDE pays for the HS completer to take the assessment **ONE time**. Should a student take the test more than once, the school should contact YouScience Support to set up payment. Each additional test that the student takes costs \$15.00 per assessment*