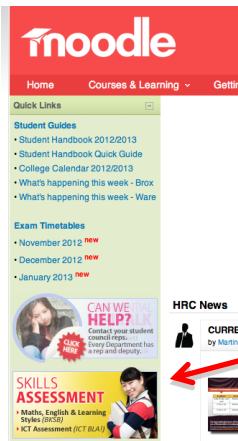


How to access **BKSB** Initial Assessments at Interview

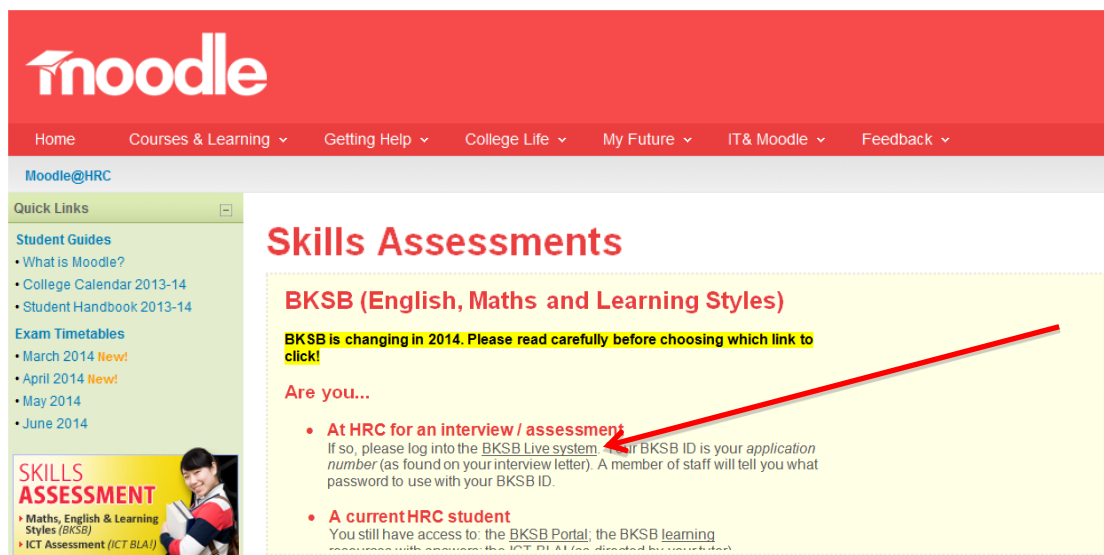
1. Open Internet Explorer (or another browser, e.g. Safari or Chrome) and go to moodle.hrc.ac.uk

Moodle is HRC's virtual learning environment and from here you will be able to access the BKSB Initial Assessments.

2. Click on the **Skills Assessment** icon down the left hand side of the page.

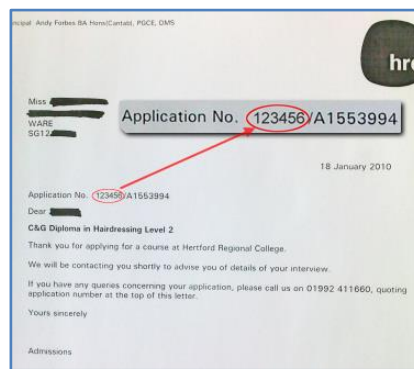


3. Click the link to **BKSB Live system** (under *At HRC for an interview/assessment*).



4. In the **BKSB Live ID** box, type your HRC *Application Number*. This is the number on your *interview letter*. If you do not have it, the member of staff interviewing you can tell you the number (it is on your application form).

In the **Password** box, type the word *password*. Then click *Login*.



5. Next, check that your name is correct and click *Confirm*.

6. Then change your password to something only you will know. To do this, type *password* into the *Old password* box and type a new password into the *New password* and *Retype password* boxes. Click *Change Password*.

7. Type in your personal email address (so you can get a reminder if you forget your password) and click *Save email address*.

8. Scroll down the page and, under 'My Subjects', click the Initial Assessment you have been asked to take.

When the assessment opens, follow the instructions on the screen to work your way through it. Good luck!