

Juniper KSA Tool
Quick Reference Guide
(For Users)

JUNIPER KSA User Module

Assessment Interface Module Flow

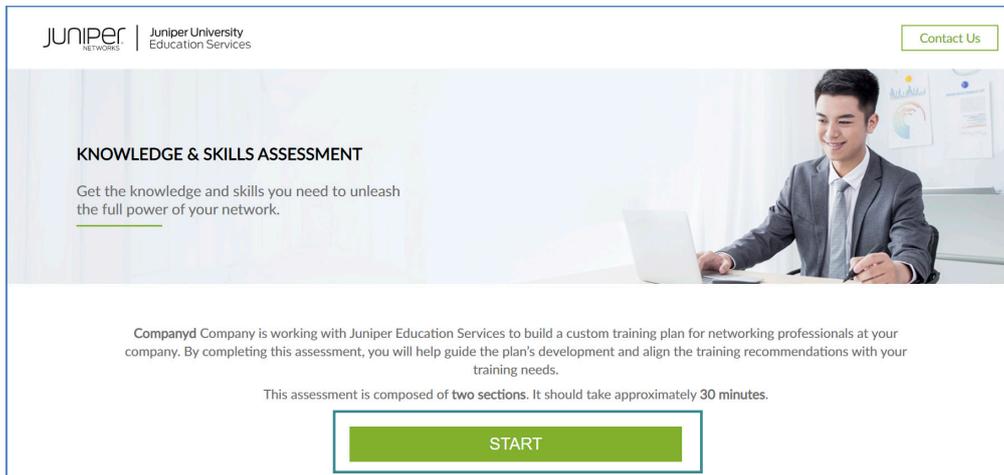
Log-in Through “Unique Assessment Link” → Assessment Landing Page → About You (User’s Biographic Information Collection) Screen → Assessment Screen → Final Completion Screen with Congratulations Message

A. Logging into the Assessment

As the User/Learner, you can access the **Assessment Questionnaire** using the **Unique Assessment Link** sent by the Account Manager/ Administrator. After logging in, you will be directed to the **Assessment Landing Screen**.

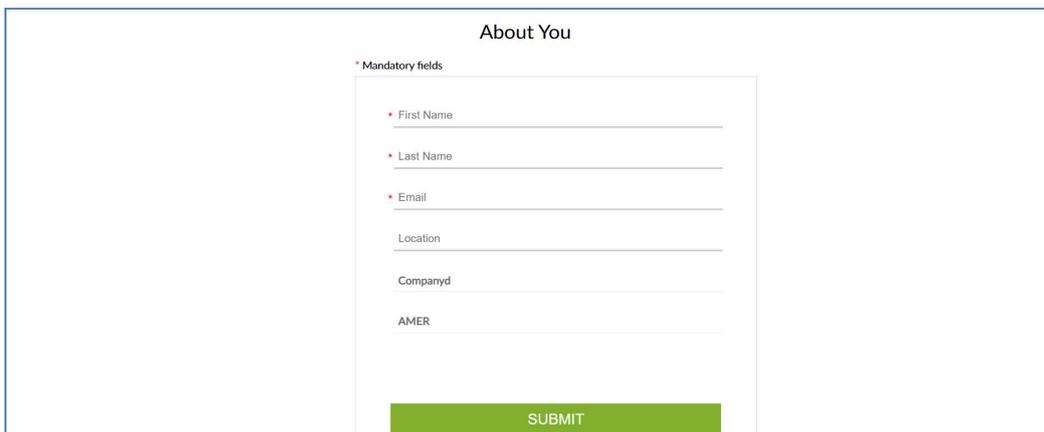
Note: The unique assessment link is generated in the Account Manager/ Admin Interface.

- 1 Click **Start** in the **Landing page** to go to the About You page.



B. Filling in Details

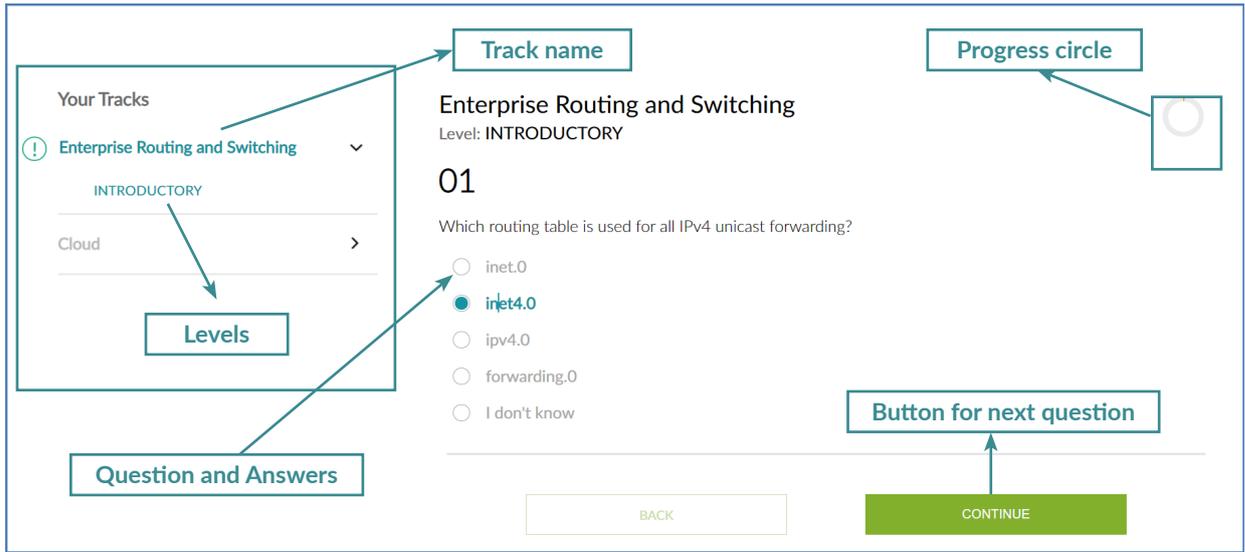
- 1 Enter all mandatory **biographic information** in the **About You** page to access the Assessment Questionnaire interface.



C. Taking the Assessment

Assessment questions are provided for various tracks under three different levels— Introductory, Intermediate, Advanced. There are two types of questions: multiple choice and single choice.

- 1 Answer the question by choosing an option from the list provided. (either single or multiple choice).



Note:

- You can switch the track in the Your Tracks accordion on the left hand side, where all the listed tracks for one specific assessment are provided.
- In the top-right corner, a progress loader indicates how much you have advanced.
- In the left hand side, a panel is included which lists the total number of tracks and levels for the assessment. The track/ level highlighted in blue are the active tracks showing the status of the user in the assessment.

You are allowed to go back and change your answers using the **Back** button as long as you are on the same track. However if you have changed your track, you will not be permitted to change your answers.

As there are several levels of questions in each track, you need to clear the questions at each level before you can proceed to the next level in the same track. The order of the levels are as follows: **Introductory> Intermediate> Advanced**. If you have answered less than 3 questions correctly in a specific level, you are tagged as "Failed". This means that you will not be allowed to answer the questions in subsequent levels for that track. Instead, you will need to change the track and answer questions there.

JUNIPER KSA User Module

- 2 Finally, review your answers for the given track and click **Submit** to successfully complete the assessment.

