Think Ahead ACCA

Computer Based Examinations

ACCA On-Demand CBE Examiner Software - Installation Instructions

This document is intended to be used when installing the ACCA On Demand CBE Examiner software.

Before continuing with this installation please ensure that your system meets all the requirements specified in the Exams at Home -Minimum Specification document. Please also close all other programmes before beginning the installation.

 To begin the ACCA On Demand CBE software installation, you must click on the link that you have received in your reminder email from Proctor U. To log in and access the software, you should use your ACCA student ID and the unique token ID for your exam – ACCA will email this to you 3 to 4 days prior to the date that you have chosen for your exam.

To download, click on the link and then select the V28.0 CBE Examiner at Home Setup Icon by double clicking to open it.

2.) Once the software link has been selected the Security Warning message shown opposite will open.

Select <**RUN**> from this option to begin the installation download.



😽 V28.0 ACCA On Demand CBE Examiner

Open File	- Security War	ning	×
Do you	want to run tl	his file?	
	Name:	Z:\V28.0 ACCA On Demand CBE Examiner.exe	
-	Publisher:	Association of Chartered Certified Accountants	
	Туре:	Application	
	From:	Z:\V28.0 ACCA On Demand CBE Examiner.exe	
		Run Cancel	
🗹 Alwa	ys ask before o	pening this file	
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3.) The ACCA On Demand CBE Examiner Setup wizard will then open.

Select <**NEXT**> on this screen.

4.) You will then be presented with the user information screen.

Please input you Full name and ACCA Registration number into the highlighted fields.

Select <**NEXT**> on this screen.

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	Click Next to continue, or Ca	ncel to exit Setu	р.		
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5.) The next screen then displays a licence agreement for the ACCA On Demand CBE Examiner software. Please read through the agreement and confirm if you accept or do not wish to accept the agreement.

(Please note that in order to complete the set up you must accept the agreement).

Once you have read the agreement Select <**NEXT**> on this screen.

6.) Once you have accepted the Licence Terms and Conditions and selected <NEXT>, an installing progress screen will appear. This screen will update automatically once the installation is complete.

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LICENCE TO INSTALL & SIT ON-DEM EXAMS	AND COMP	JTER BAS	ED
This licence agreement (Licence) is a legal agreer you); and Association of Chartered Certified Ac by Royal Charter and registered in England and Wa whose principal place of business is The Adelphi, 1 WC2N 6AU, United Kingdom (Licensor, us or we)	ment between yo c ountants , a bo ales under numb I-11 John Adam) for:	ou (Licensee ody incorporat per RC000732, Street, Londo	or ed n,
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7.) Once the installation is complete the installation wizard will show the confirmation screen opposite.

Select <**FINISH**> on this screen.

The software has now been installed.

8.) The software can also be accessed from two locations.

A desktop shortcut will have been created by the installer which can be used to start the software.

You can also access the software from your Windows Start Menu by selecting the ACCA Examiner V28.0 Program.





Uninstalling the ACCA On Demand CBE Software

9.) Once your examination is complete and all final checks have been completed you will be instructed by your Proctor to uninstall the CBE software. To do this you should open the Control Panel and select the uninstall a program option in the Programs Section



Control Panel > Programs > Programs and Features

Uninstall or change a program

To uninstall a program, select it from the list and then click Uninstall, Change, or Repair.

Organize 🔻 Uninstall	
Name T-Zip 18.05 (x64 edition)	Publisher
IX ACCA On Demand CBE Examiner version 28.0	ACCA
Adobe Acrobat Reader DC	Adobe Systems Incorporated

ACCA On Demand CBE Software Installation guide.

10.) Select the ACCA on Demand CBE Examiner version 28.0 file from the list of programs displayed and click the uninstall button.

11.) You will then be presented with the Uninstall screen shown opposite.

Select <**YES**> on this screen.

12.) The Uninstall process with then begin and the screen shown opposite will appear displaying the progress.

13.) Once the Uninstall process is complete the screen shown opposite will appear.

ACCA On Demand CBE Examiner Uninstall					
Are you sure you want to completely remove ACCA On Demand CBE Examiner and all of its components?					
Yes No					
ACCA On Demand CBE Examiner Uninstall					
Uninstall Status Please wait while ACCA On Demand CBE Examiner is removed from your computer.					
Uninstalling ACCA On Demand CBE Examiner					
Cancel					
ACCA On Demand CBE Examiner Uninstall					
ACCA On Demand CBE Examiner was successfully removed from your computer.					
ОК					

Select <OK> on this screen.