

Digital Assessment Centre Login Instructions and important information

Hello Sheffield Hallam University students,

You will be using the assess.digital platform for your assessment centre.

The video conference platform you will be using is Zoom.

Please use this document to login to the digital assessment platform and Zoom on the day of the assessment centre.

Login details

You will receive an email from us one week before the assessment centre with your login details for the digital assessment platform to your university email address. Please contact a member of the SRS team if you haven't received your login details one week before the event.

SRS email: enquiries@smart-resourcing-solutions.com

Logging in to the assessment platform

The assess.digital platform can be used on any device and internet browser, except Internet Explorer. Please use the URL web-link emailed to you to change your password and access the digital assessment platform.

Enter your login details in the fields below. It will be your university email address and your new password.



srs.

Sign In

Remember Me

Login

[Forgotten Password](#)

Confirm your details and check-in

You will be asked to confirm your details when checking in to the digital assessment platform. When complete click on the 'check-in' box at the bottom of the page. **You will not be able to 'check-in' to the assessment platform until the day of the assessment centre.**



Please confirm your details to finish checking in.

First Name

Last Name

Email

Additional Email

Mobile

Degree Name

Welcome page

Watch the pre-event briefing video using the link on the welcome page.



Welcome, Rachael Cook

Welcome to your digital assessment centre. We hope you enjoy the day with us. Please watch the event briefing video via the link below:

<https://youtu.be/Cum8JH0XuHg> 

[View My Schedule](#)

Timetable

Your schedule is listed as a timeline of events. Click on the 'start exercise' link a few minutes before the start of your scheduled exercise to connect with the assessor via Zoom.

srs.

Here's your schedule for the day

2:50 PM Group Exercise Start Exercise ↗

Exercise Files ▾

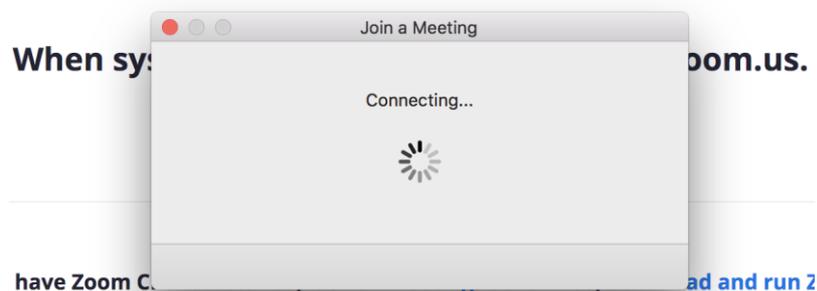
4:10 PM Presentation Start Exercise ↗

Log Out

Connecting to a Zoom video conference call

Please download the Zoom app to the laptop/PC/tablet you will be using on the day of the assessment centre. **We recommend using the app as it makes the process easier for you.**

Step one: Click on the 'go to room' video conference room link a few minutes before the start of the scheduled exercise. You will be prompted to open 'Zoom.us'. Click on 'Zoom.us' and wait to be connected.



Step two: Once connected, it will ask you to wait in the virtual lobby for the host to let you in. Please be patient, while the assessor finishes up with the previous group of students.

Please wait, the meeting host will let you in soon.

Presentation VC Room's Personal Meeting Room

Test Speaker and Microphone

Step three: Ensure your mic and camera are switched on.

[HERE](#) is a short video of the full process.

Feedback report

Your feedback report will be emailed to you within 24 hours of attending the assessment centre.

Get in touch

If you have any questions, please don't hesitate to contact a member of the SRS team who will be happy to help.

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