



Certification Program

Online and Onsite Testing

Infor certification exams available through local test centers

Starting immediately, the Infor Certification Program is excited to offer another option to attempt certification exams. While the program continues to offer exams online, certification exams are now also available at 1,000+ testing centers globally.

Although online, anytime, anywhere is suitable for most candidates in most locations around the world, there may be situations where attempting an Infor Certification Program exam at a local test center is more convenient. If candidates cannot find a secure, quiet location with a reliable Internet connection, they now have the option to go to a test center and attempt the exam there.

While candidates are registering for an exam in our testing platform, Webassessor, they now have the option to register for the exam online or onsite at a local test center. Based on the candidate's address in their profile they will be shown a list of local test centers. However, if they are travelling for example, they are free to select any of the 1000+ locations worldwide.

Below are the steps to schedule and register for an onsite or online proctored exam.

Online

Prior to registering for an exam, please follow the steps below at least 5 days prior to your preferred exam date/time:

1. Test your Internet **connection**. Run the test twice: once with the default server and then to a server in Arizona (e.g. Phoenix, AZ; Tempe, AZ; Tucson, AZ; etc.) Results to an Arizona server must meet these minimum requirements:
 - Ping times must be less than 200ms
 - Jitter must be less than 50m
 - Download and upload must be greater than 1Mbps
2. Ensure your computer meets other requirements **outlined in this Guide**. Some of the requirements are:
 - A webcam is required - built in webcams ARE permitted
 - A microphone is required - headsets are NOT permitted
 - Sentinel Secure software must be installed (MS Windows and MAC supported)
3. If you encounter any problems, contact Kryterion Support:
 - Voice: 866-227-7116 (U.S.) or +001-602-714-8235 (International)
 - Live Chat: www.kryteriononline.com/Support, then click on "LIVE HELP"
 - Email: OLPsupport@KryterionOnline.com
4. If required, create a new account by clicking [here](#).
5. If you already have an account, login to [Webassessor](#).

6. Click "Register for an Exam".
7. Find the exam you wish to attempt.
8. Click "Select" next to the Online Proctored option.
9. Select your preferred date and time to attempt the exam and click "Select".
10. Read and accept the Terms and Conditions and then click Select.
11. If you have a Voucher/Coupon code, enter the code and click "Apply".
12. If the exam details are correct, click "Checkout".
13. If using a credit card, choose your payment type and click "Submit".
14. After confirming payment, click "Done".
15. You will receive a confirmation email.

Onsite

Prior to registering for an exam, please follow the steps below to register for your preferred exam date/time:

1. If required, create a new account by clicking [here](#).
2. If you already have an account, login to [Webassessor](#).
3. Click "Register" for an Exam.
4. Find the exam you wish to attempt.
5. Click "Select" next to the Onsite Proctored option.
6. Search for a test center or choose one of the closest test centers listed.
7. Select your preferred date and time to attempt the exam. (Test centers set their own testing schedule.)
8. Read and accept the Terms and Conditions and then click "Select".

9. If you have a Voucher/Coupon code, enter the code and click “Apply”.
10. If the exam details are correct, click “Checkout”.
11. If using a credit card, choose your payment type and click “Submit”.
12. After confirming payment, click “Done”.
13. You will receive a confirmation email with your Test Taker Authorization Code and additional onsite details.

PLEASE NOTE:

- Ensure you have your Test Authorization Code with you when you arrive at the test center. You cannot attempt your exam without the Test Authorization Code, and no refund will be provided.
- Please arrive at the test center at least 15 minutes prior to your scheduled exam.
- Parking and other test center specific instructions are included in your confirmation email.

For more information contact via email:

Certification@infor.com



Infor builds business software for specific industries in the cloud. With 16,500 employees and over 90,000 customers in more than 170 countries, Infor software is designed for progress. To learn more, please visit www.infor.com.