

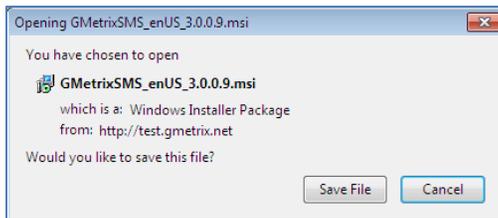
Install GMetrix for MOS 2010 Practice Test

1. Go to www.gmetrix.net/download.
2. Select the *Language to Download*.
3. Click the **GMetrix Download** button.



Note: If a yellow bar appears at the top of the screen click on it and select **Download File**.

4. The File-Download window opens. Save the file to your desktop.



5. Once the download is complete run the file to begin the installation.
6. Follow additional prompts to complete the GMetrix installation.
7. The **GMetrix SMS** shortcut icon appears on your desktop.

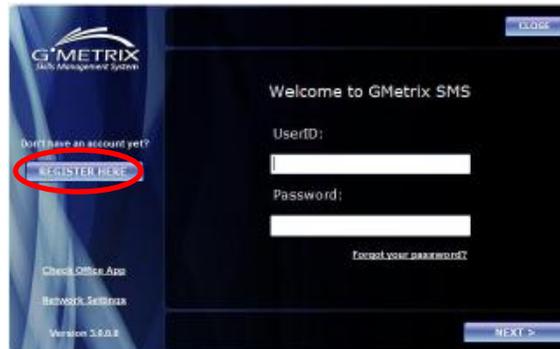
Take a GMetrix Practice Test for MOS 2010

1. Double-click the **GMetrixSMS** shortcut icon.



2. Log in with your GMetrix SMS User ID and Password. If you haven't previously created a GMetrixSMS account, click the **Register Here** link.

Note: Your Certiport Test Candidate account is not the same as your GMetrix SMS User ID. You must create a separate GMetrix SMS User ID, which will only be used for your GMetrix Practice Tests for MOS 2010.

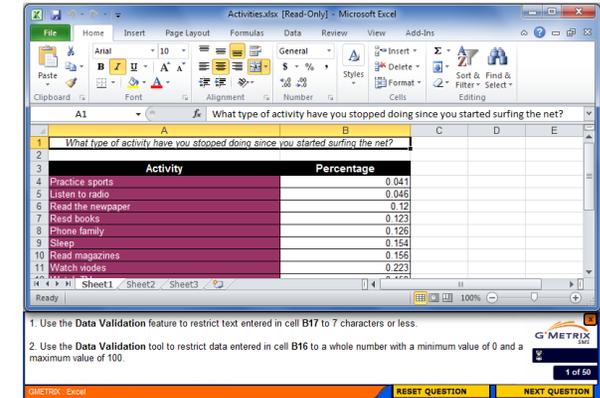


3. Enter your access code and click **Next**.

Note: If you do not know your access code, please contact your Local Administrator or a Certiport Sales Representative

4. Choose the Microsoft Office 2010 application, and select a practice test mode:
 - **Training Mode:** Offers hints and helps throughout the practice test.
 - **Testing Mode:** Simulates the testing environment without the use of hints or helps.

5. The corresponding Microsoft Office 2010 application will launch. The first question will appear on the bottom portion of your computer screen as shown below.



6. Exit the practice test by clicking the X in the top right of the question box. Do not attempt to exit by closing the actual Microsoft Office application.
7. Upon completion, your test will be scored and the results presented.

Note: GMetrix Practice Test for MOS 2010 results can be viewed online at www.gmetrix.net.

Certiport Contact Information

Certiport Support: 888.999.9830 x 9
On-Boarding and Training: 888.999.9830 x 6
 Mon-Fri: 6am-5pm (MST)

Customerservices@certiport.com
Technicalsupport@certiport.com
 (Responses within 1 business day)