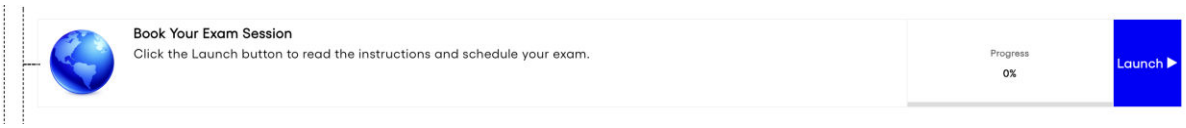
Congratulations! You're nearly done with the Certification Programme.

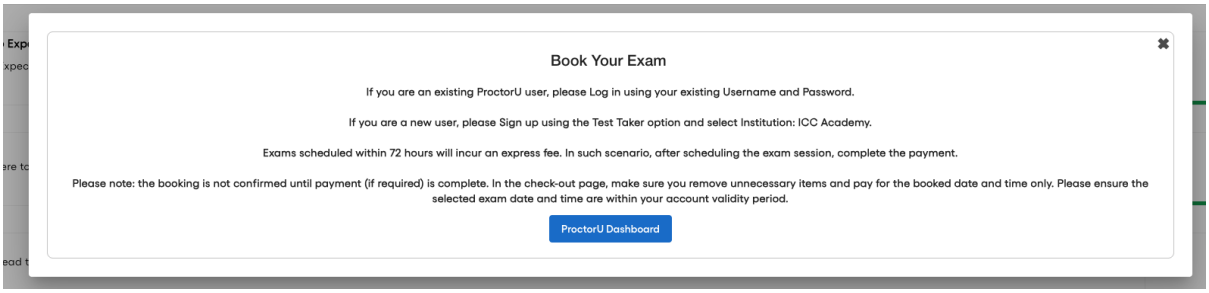
To complete the programme, you will need to pass a final assessment proctored over an internet connection. You can now complete the assessment at your convenience ensuring the integrity of the examination. Upon passing the examination, you will be issued an accredited certificate for the programme

Book your Exam session

1. Click the Launch Button to read the instructions and schedule your exam

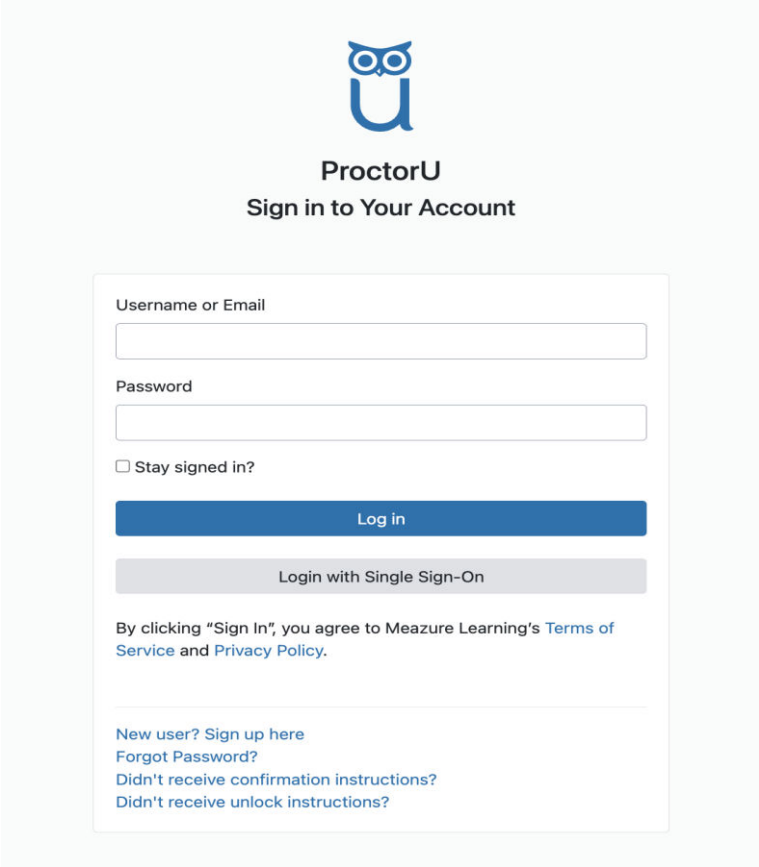


2. Click on ProctorU Dashboard to schedule the exam



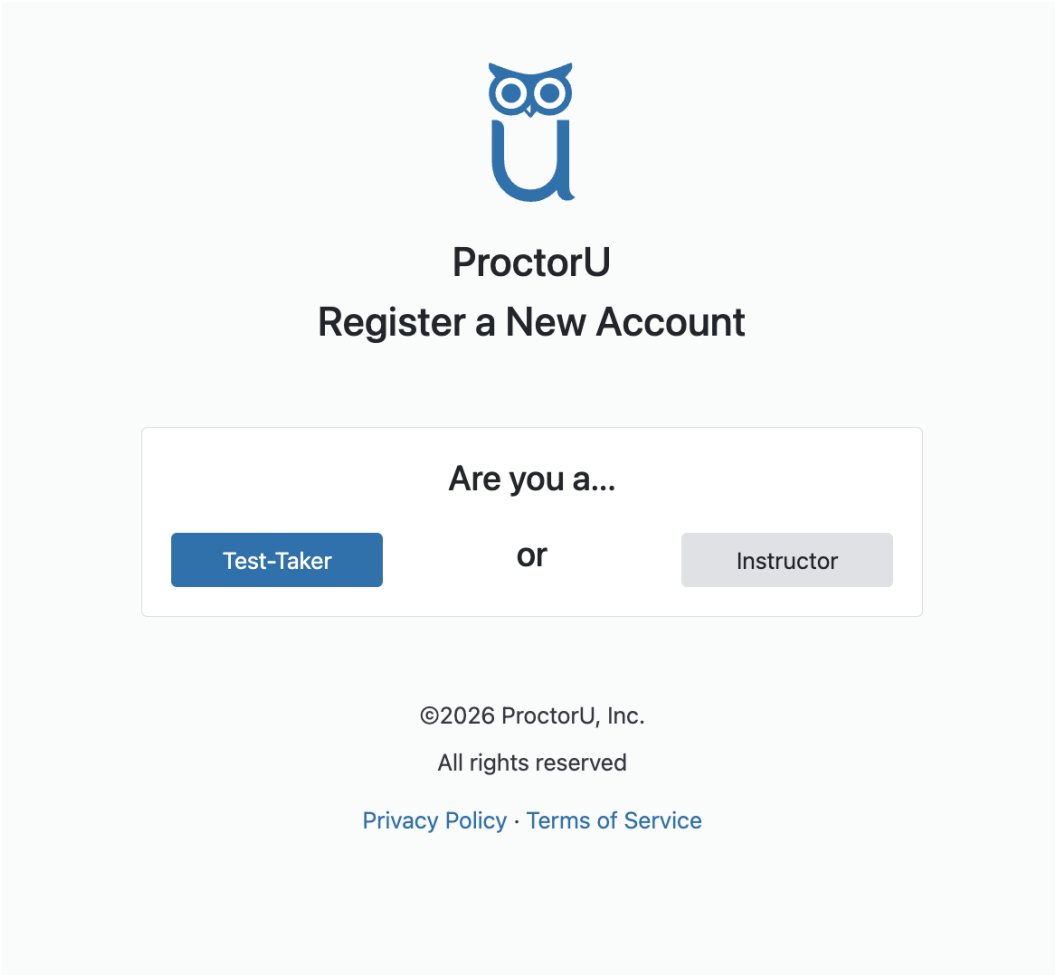
Create or Access Your Proctoring Account

1. Go to the ProctorU login page
2. If you already have an account:
    - Log in using your Username or Email and password

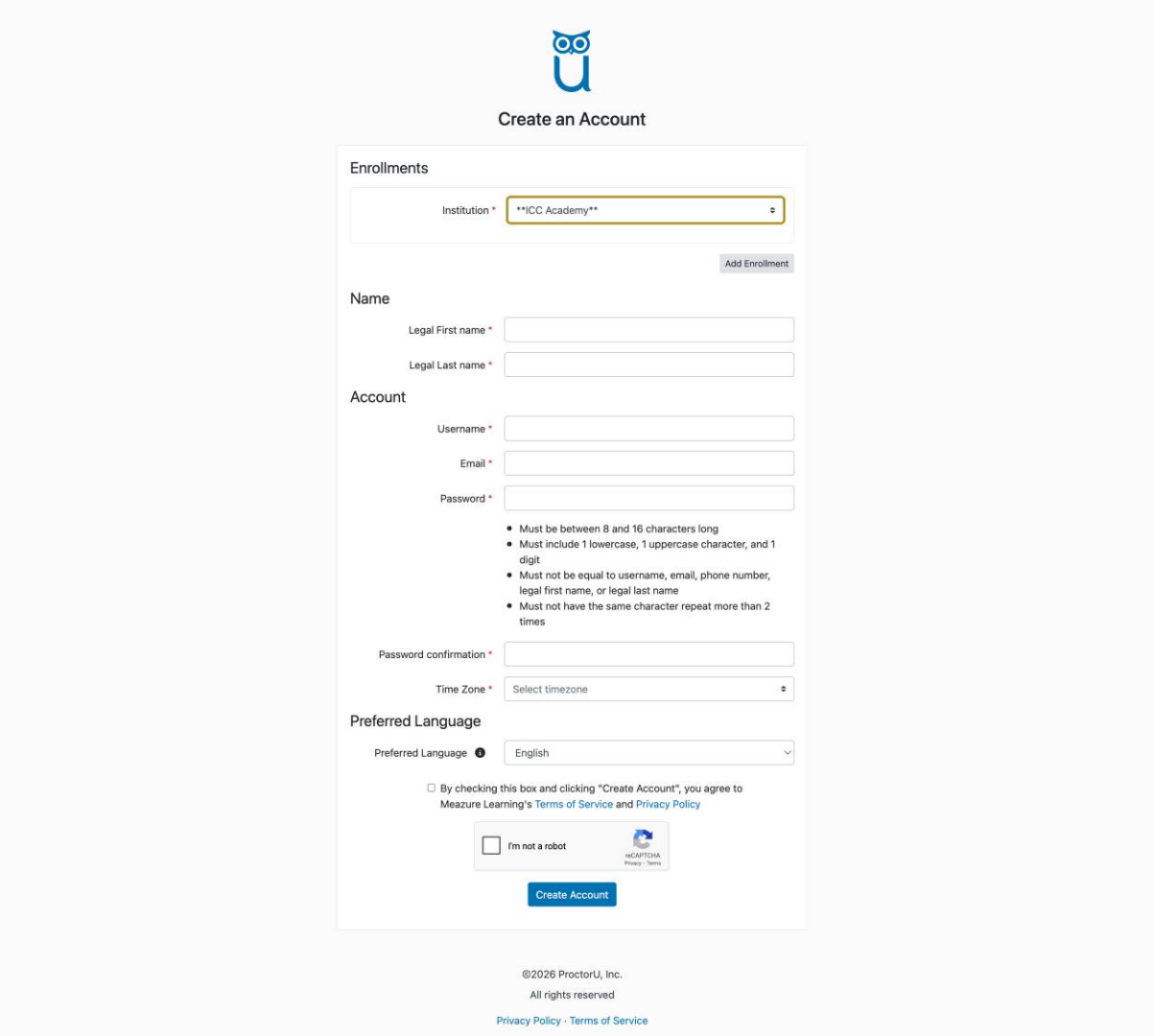


3. If you are a new user:
    - Click "New user? Sign up here" link to register your account.

Register as a New Test Taker



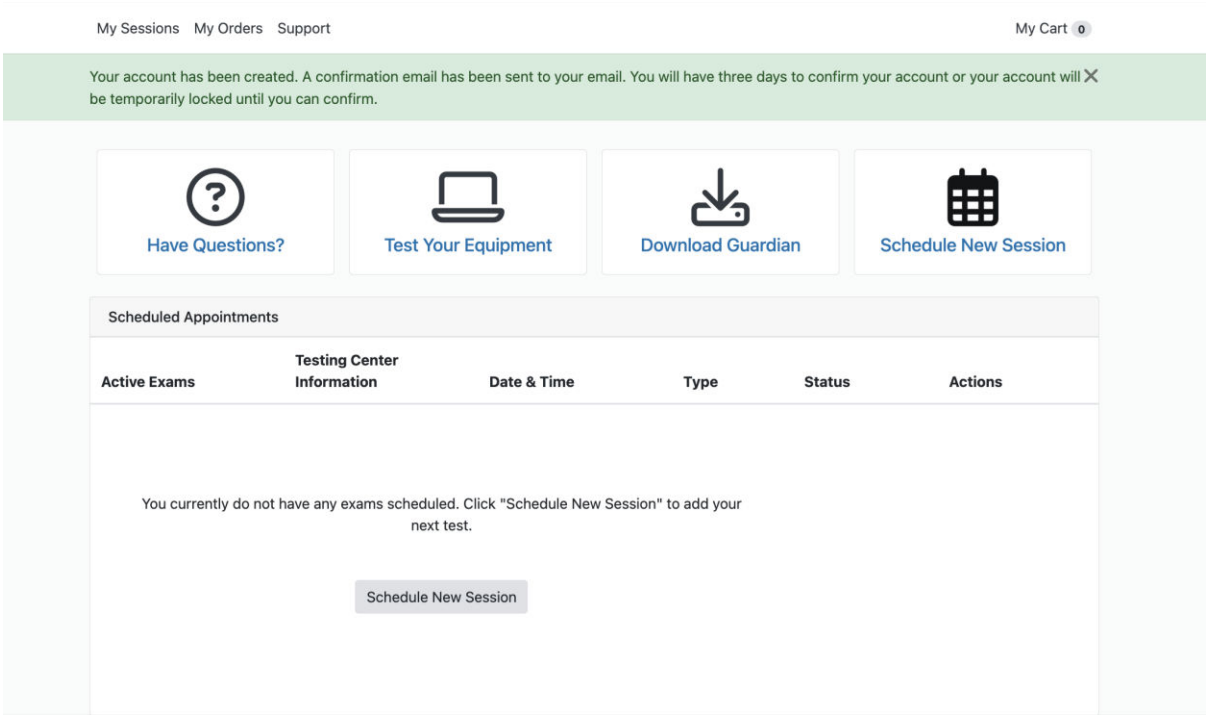
- Choose the **Institution: ICC Academy**
- Enter your legal name exactly as it appears on your ID
- Set your username and password
- Confirm your email address (account will remain locked until confirmed)



Log In and Access Your Dashboard

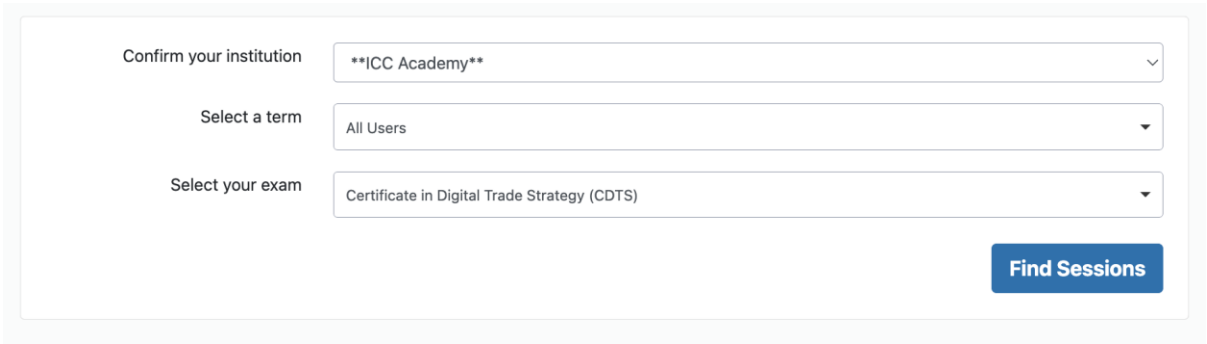
Once logged in, you will see your **ProctorU dashboard**, which includes:

- Test your equipment
- Download the Guardian browser
- Schedule a new exam session
- View scheduled exams



Schedule Your Exam

1. Click **“Schedule New Session”**
2. Confirm your institution



3. Select your exam (e.g., *Certificate in Digital Trade Strategy – CDTS*)
4. Choose:
    - Exam date
    - Available time slot

Certificate in Digital Trade Strategy (CDTS) Live+

9/11/22 12:00PM +08 - 12/11/28 12:00PM +08

60 minutes

All Users

ICC Academy

Select a Date and Time to Search

January 2026

Mo	Tu	We	Th	Fr	Sa	Su
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

03 : 22 AM PM

Submit Search

Please select a date and time on the left. Once you have selected a date and time, please click Submit Search.

Select a Date and Time to Search

January 2026

Mo	Tu	We	Th	Fr	Sa	Su
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

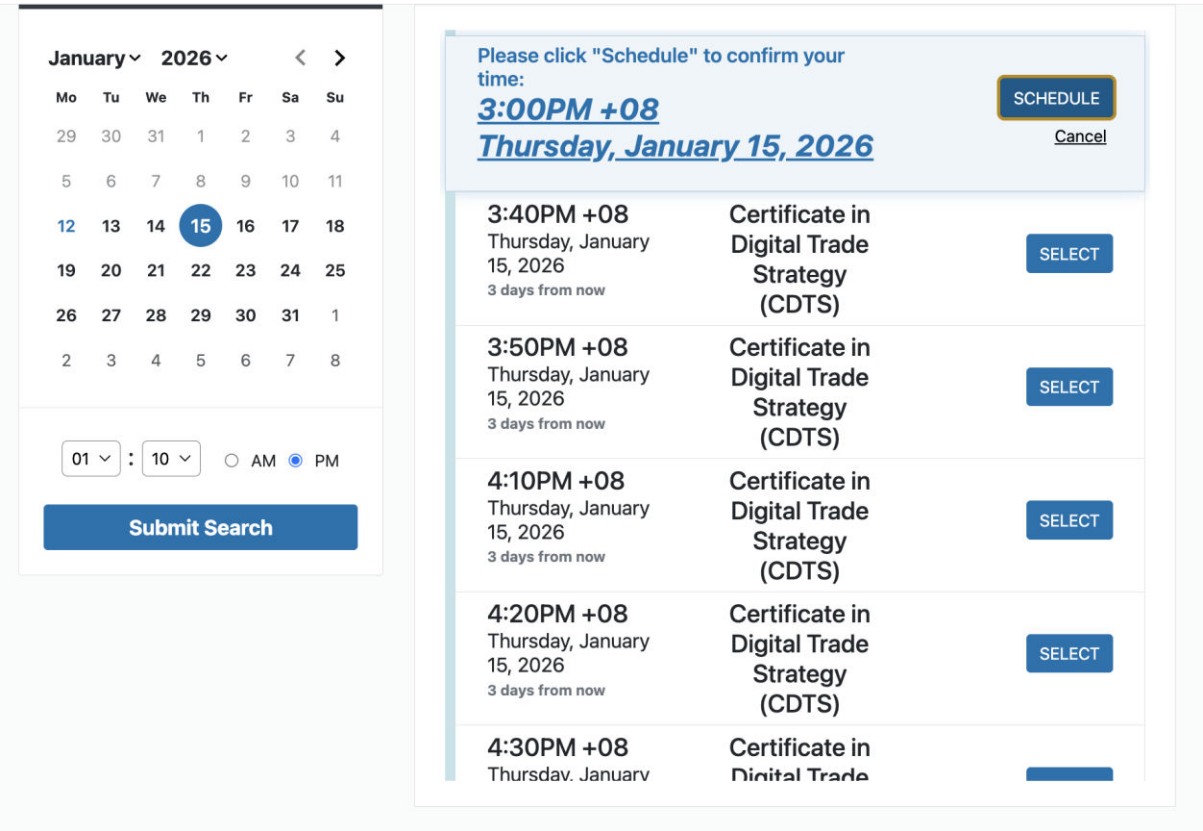
04 : 02 AM PM

Submit Search

Select a Time to Schedule

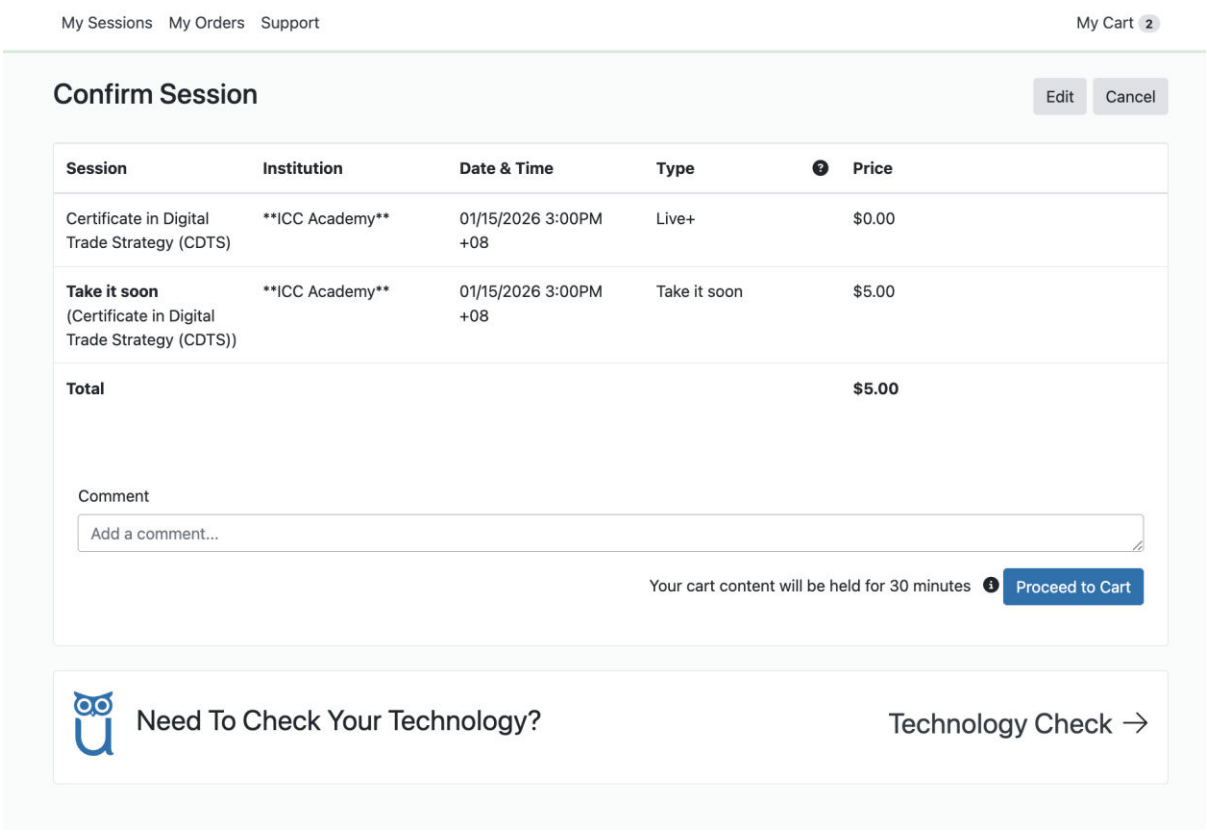
3:00PM +08 Thursday, January 15, 2026 3 days from now	Certificate in Digital Trade Strategy (CDTS)	SELECT
3:40PM +08 Thursday, January 15, 2026 3 days from now	Certificate in Digital Trade Strategy (CDTS)	SELECT
3:50PM +08 Thursday, January 15, 2026 3 days from now	Certificate in Digital Trade Strategy (CDTS)	SELECT
4:10PM +08 Thursday, January 15, 2026 3 days from now	Certificate in Digital Trade Strategy (CDTS)	SELECT
4:20PM +08 Thursday, January 15, 2026 3 days from now	Certificate in Digital Trade Strategy (CDTS)	SELECT
4:30PM +08 Thursday, January 15, 2026	Certificate in Digital Trade Strategy	SELECT

5. Click **“Schedule”** to confirm



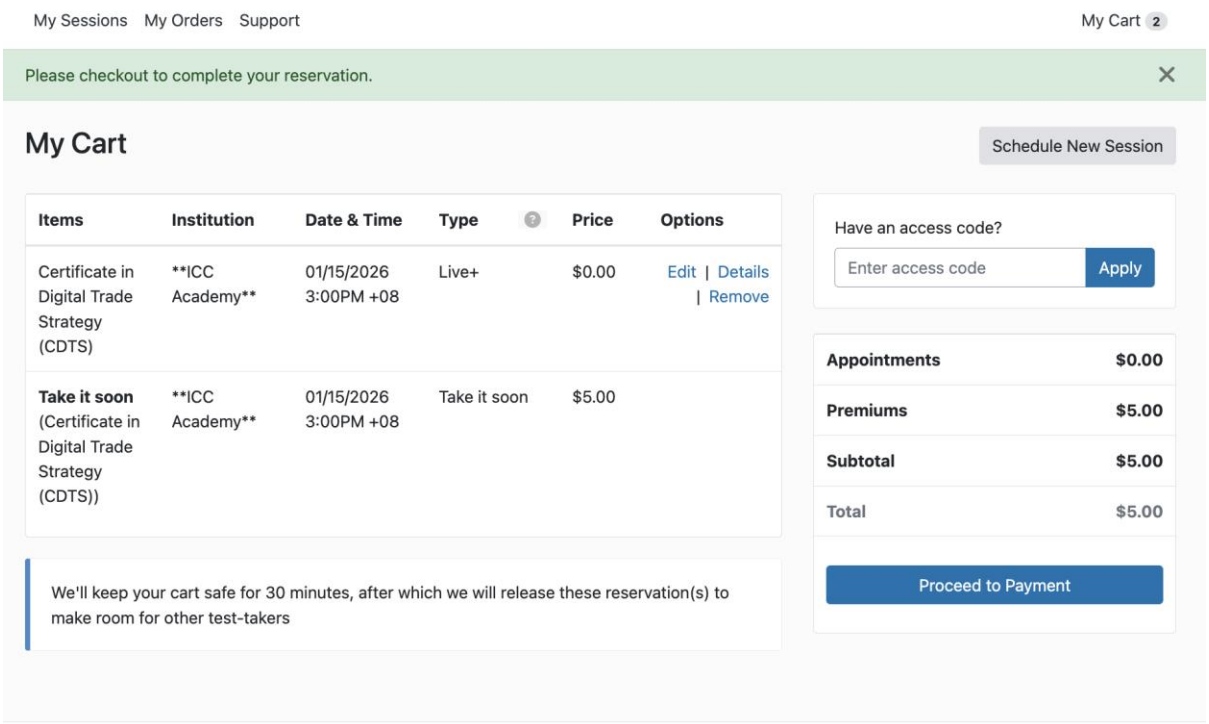
If you are scheduling or rescheduling your exam session within the next 3 days (72 hours), will incur an express fee. In such scenario, after scheduling the exam session, complete the payment.

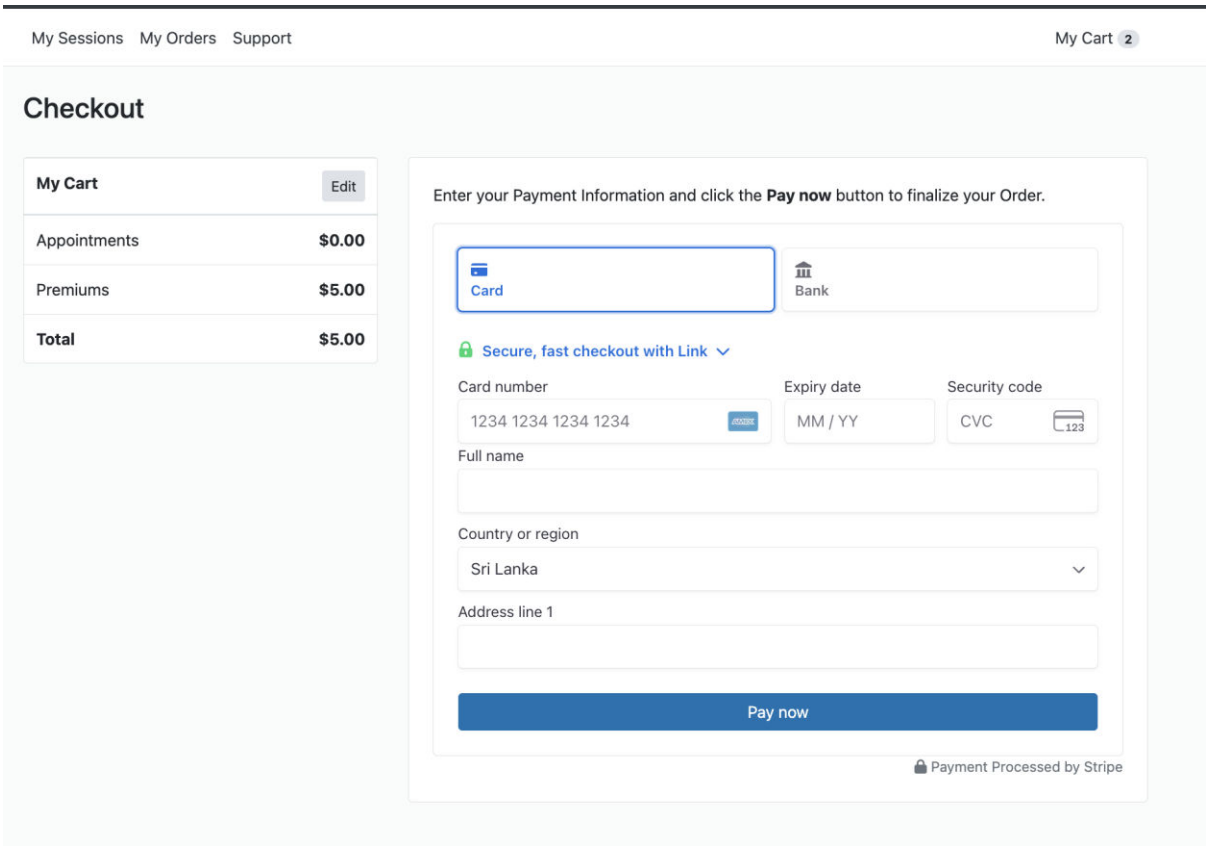
Please note: the booking is not confirmed until payment (if required) is complete. In the check-out page, make sure you remove unnecessary items and pay for the booked date and time only.



Confirm and Checkout

1. Review your selected session details:
    - Exam name
    - Date and time (ensure correct time zone)
    - Exam type
2. Proceed to cart
3. Complete checkout
    - Some sessions may include a **“Take It Soon” convenience fee**
4. Complete payment (if applicable)





Notes:

- The booking is not confirmed until payment (if required) is complete. In the check-out page, make sure you remove unnecessary items and pay for the booked date only.

- If your scheduled exam does not require payment, simply click the Schedule button. Once booking is confirmed, you will receive an e-mail confirmation and your current scheduled date will appear on top of the calendar.
- At least three days before your exam, visit your ProctorU Dashboard and test your equipment.
- On the exam day, visit your ProctorU Dashboard and launch the exam. You will be asked to download a light plugin to allow your proctor to connect with you. Please note: an official or governmental ID in English is required for verification purposes on the day of the exam.
- **Important! Exams scheduled for the same day of account expiry might be unavailable depending on the user's time zone. Users are required to please book in advance and take the final exam at least three days before the expiry of the online account.**