

RIMPA Certification Exam Instructions

Step 1: Log in using your Username and password.



Welcome to RIMPA

Log in to view and take your RIMPA Certification Exam.

Username *

Password *

[Log In](#)

[Forgot your password?](#)



If you have issues logging in, please contact RIMPA Support using the link in your order email.

 English (United Kingdom)

Powered by

D2L BRIGHTSPACE

Step 2: You will be redirected to the Home page.

RIMPA GLOBAL

Getting Started Announcements

Welcome to Records and Information Management Practitioners Alliance (RIMPA) Certification

Announcements ▾

Welcome UAT Testers

Welcome to the UAT Team!

Thank you for participating in User Acceptance Testing (UAT). Your role is crucial in ensuring that our solution meets real-world needs and functions as expected before launch.

We appreciate your time, attention to detail, and feedback throughout this process. Please explore the system thoroughly, document any issues you encounter, and share any suggestions you may have.

Let's work together to deliver the best experience possible to our end users.

Please send your suggestions to RIMPA Support Email support@rimpacert.com

Visual Table of Contents Widget ▾

Getting Started with RIMPA

Getting Started

0/2 Topics Completed

View all

Calendar ▾

Wednesday, 23 April 2025

Upcoming events

APR 23 All Day UAT Testing with RIMPA

Show All Announcements

My Courses ▾

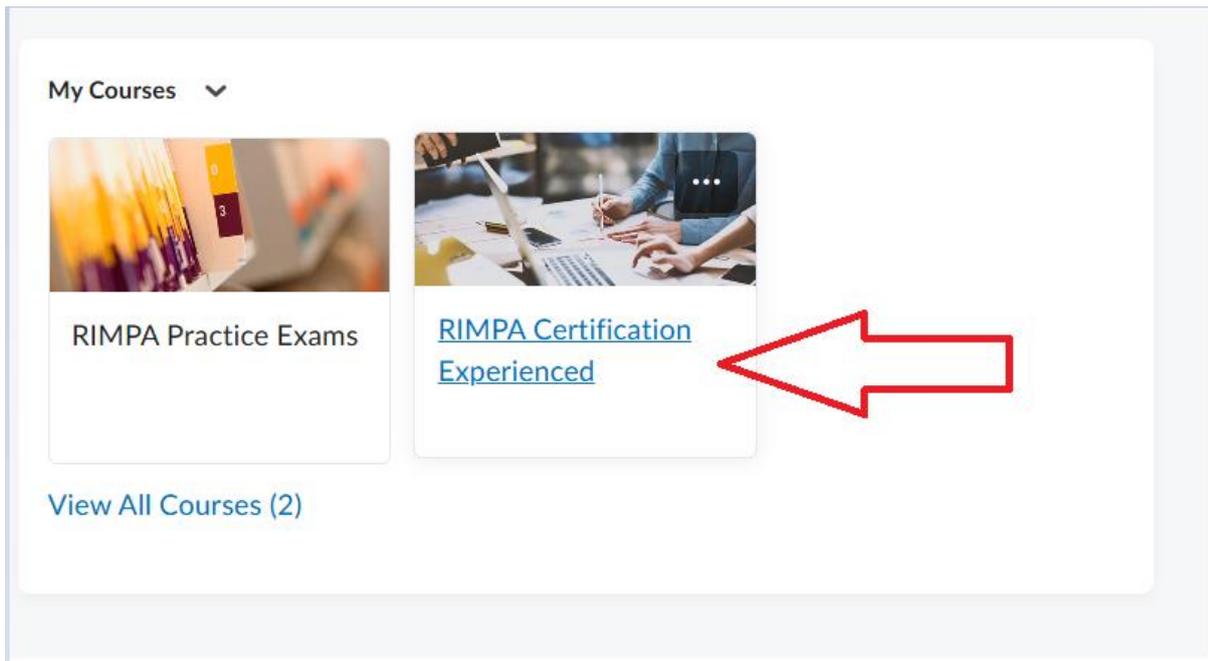
RIMPA Practice Exams

RIMPA Certification Experienced

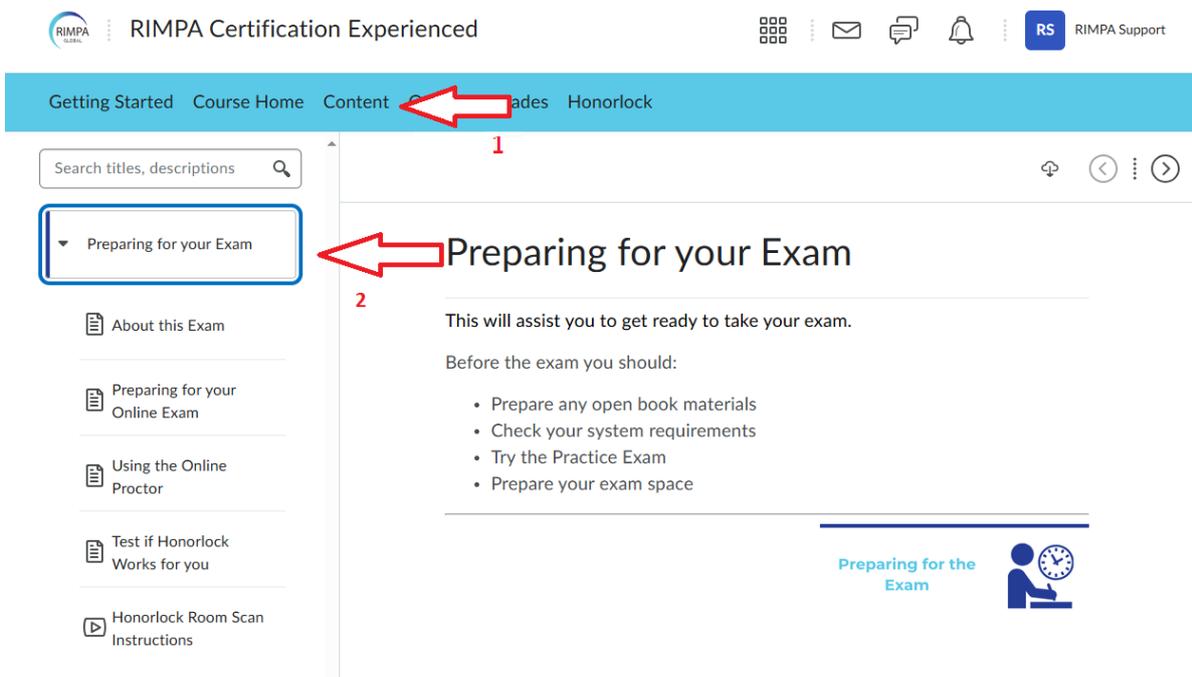
View All Courses (2)

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Step 3: Click the title of the exam you wish to take.



Step 4: To get yourself ready for the exam, you may go through the tabs we prepared for you.



Step 5: After making sure that Honorlock extension has been installed in your browser. You should now be ready to take the exam. To start the exam, please read the **Exam Conditions Acceptance** and answer the questions.

Getting Started Course Home Content Quizzes Grades Honorlock

Search titles, descriptions

Preparing for your Exam

RIMPA Certification Exam

Getting help during the Exam

After the Exam

RIMPA Certification Exam

RIMPA Certification Exam - Experienced

[Exam conditions acceptance](#)

This is a one question quiz to provide the exam conditions to ensure you understand them.

You will need to accept the conditions, before your exam will be available.

You can access the Exam Conditions Acceptance from the Exams menu above.

Or by clicking this link [Exam Conditions Acceptance](#)

[Access your RIMPA Certification Exam](#)

Getting Started Course Home Content Quizzes Grades Honorlock

Summary

Quiz Details

Current Time
1:27 PM [Update](#)

Current User
RIMPA Support (username: svd5387)

Time Limit
Unlimited

Attempts
Allowed - 1, Completed - 0

Instructions

Before you submit the quiz, you will have the opportunity to return to questions that you may have missed or have not yet answered. You can submit your quiz responses at any time.

Click "Start Quiz" to begin Attempt 1.

[Start Quiz!](#)

Step 6: After accepting the Exam Conditions, you may now proceed to the main exam.

Exam Conditions Acceptance



Your work has been saved and submitted

Written 23 April 2025 1:29 PM - 23 April 2025 1:29 PM • Attempt 1 of 1

Attempt Score 1 / 1 - 100 %

Overall Grade (Highest Attempt) 1 / 1 - 100 %

Done



RIMPA Certification Experienced



RIMPA Support

Getting Started Course Home Content Quizzes **Submissions**



Submissions

RIMPA Support

Individual Attempts	Grade
Attempt 1	1 / 1 - 100 %
Overall Grade (highest attempt):	1 / 1 - 100 %

Step 7: If your Honorlock extension is not installed you will be asked to install the extension and for a password. To fix this, just install the Honorlock extension for Chrome.

RIMPA Certification Experienced

Getting Started Course Home Content Quizzes Grades Honorlock

Quiz List > Summary

Summary - RIMPA Certification - Experienced

Description

There are 100 multiple choice questions

Honorlock Chrome Extension

This assessment requires Google Chrome and the Honorlock Chrome Extension.



Extension Required

Add the Honorlock extension to continue

I agree to Honorlock's [Terms of Service](#) and acknowledge I have read and understand Honorlock's [Privacy Policy](#)

[Get started](#)

Need Help? [Chat with our support team now](#)

© Honorlock Inc. [Support](#) [Privacy Policy](#) [Terms of Service](#)

Quiz Details

Current Time
1:32 PM [Update](#)

Current User
RIMPA Support (username: svd5387)

Time Limit
90 minutes

Attempts
Allowed - 1, Completed - 0

Instructions

When the timer reaches zero, your answers will be automatically saved and submitted.
Click "Start Quiz" to begin Attempt 1.

Quiz Requirements

A password is required to start your attempt.

Quiz password:

Step 8: If you have Honorlock extension installed, you will directly be able to access the exam:

The screenshot shows a course page for 'RIMPA Certification Experienced'. At the top, there is a navigation bar with 'Getting Started', 'Course Home', 'Content', 'Quizzes', 'Grades', and 'Honorlock'. Below this is a 'Summary' section. A blue banner at the top of the summary section contains the 'Honorlock' logo and a 'Need help?' button. The main content area shows the course title 'RIMPA Certification Experienced | RIMPA Certification - Experienced' and a checkmark indicating 'This test is proctored by Honorlock'. A central dialog box titled 'Data Collection & Use' contains the following text: 'During your assessment, we may collect information about any websites you visit, and you may be required to enable certain features on your device, such as the camera and microphone, to take audio or visual photos and recordings, and we may also record the screen of your device. When we process your photo and recordings, we may also collect information about your face and/or voice to determine whether there are other people in the room and what words you are speaking. We process this information to provide our services to your testing organization. Please see our [Test Taker Privacy Notice](#) for more details.' Below the text are two checkboxes: 'I agree to authorize the collection of this data' and 'I agree to Honorlock's [Terms of Service](#)'. A 'Continue to System Check' button is at the bottom of the dialog box. The Honorlock logo is visible in the bottom left corner of the page.

Step 9: After accepting the Terms and Conditions from Honorlock as shown in Step 8, you may now proceed to **Begin Authentication**.

The screenshot shows the Honorlock proctoring interface for the RIMPA Certification Experienced course. At the top, there is a navigation bar with the course name and a 'Need help?' button. Below this is a blue navigation bar with links for 'Getting Started', 'Course Home', 'Content', 'Quizzes', 'Grades', and 'Honorlock'. The main content area is titled 'Summary' and contains two main sections: 'System Compatibility' and 'Your Assessment Guidelines*'. The 'System Compatibility' section includes a 'Run System Check' button. The 'Your Assessment Guidelines*' section lists 'Additional Instructions' (Use of AI tools are prohibited) and two columns of allowed and not allowed items. Below this is a 'Review Authentication Settings' section with a list of enabled settings: Profile Picture, Test Taker ID Photo, Screen Share, and Room Scan. A 'Need to review how Honorlock proctoring works?' section includes a link to 'HonorPrep'. At the bottom, there is a 'Begin Authentication' button and a disclaimer: '* With advance approval from your instructor or assessment administrator, some of guidelines above may not apply to you. Please confirm with your instructor or assessment administrator before proceeding.'

RIMPA Certification Experienced

Getting Started Course Home Content Quizzes Grades Honorlock

Summary

Honorlock Need help?

RIMPA Certification Experienced | RIMPA Certification - Experienced

This test is proctored by Honorlock.

System Compatibility

Let's see if your system can run Honorlock. We'll check your browser version, operating system, and network status. This step is optional.

Run System Check

Your Assessment Guidelines*

Additional Instructions
Use of AI tools are prohibited.

Allowed	Not Allowed
✓ Open Book Allowed	✗ Restroom Breaks Not Allowed
✓ Notes Allowed	✗ Handheld Calculator Not Allowed
✓ Scratch Paper Allowed	✗ Headphones Not Allowed
	✗ Hats Not Allowed
	✗ Public Area Not Allowed
	✗ Background Noise Not Allowed
	✗ Mobile Phone Use Not Allowed

Review Authentication Settings

These authentication settings are enabled for your assessment:

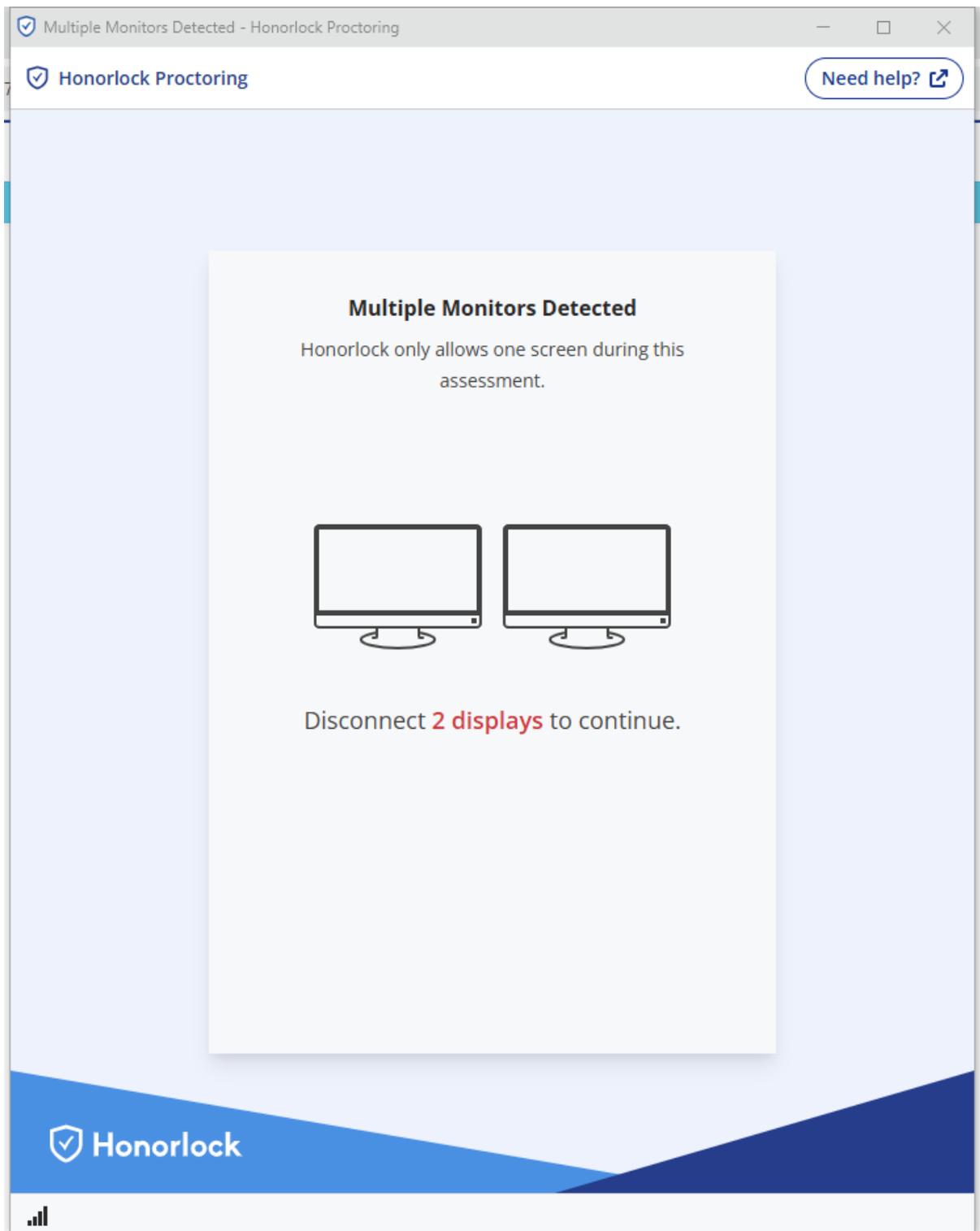
- Profile Picture
- Test Taker ID Photo
- Screen Share
- Room Scan

Need to review how Honorlock proctoring works?
Check out [HonorPrep](#) to see how Honorlock works during your assessment.

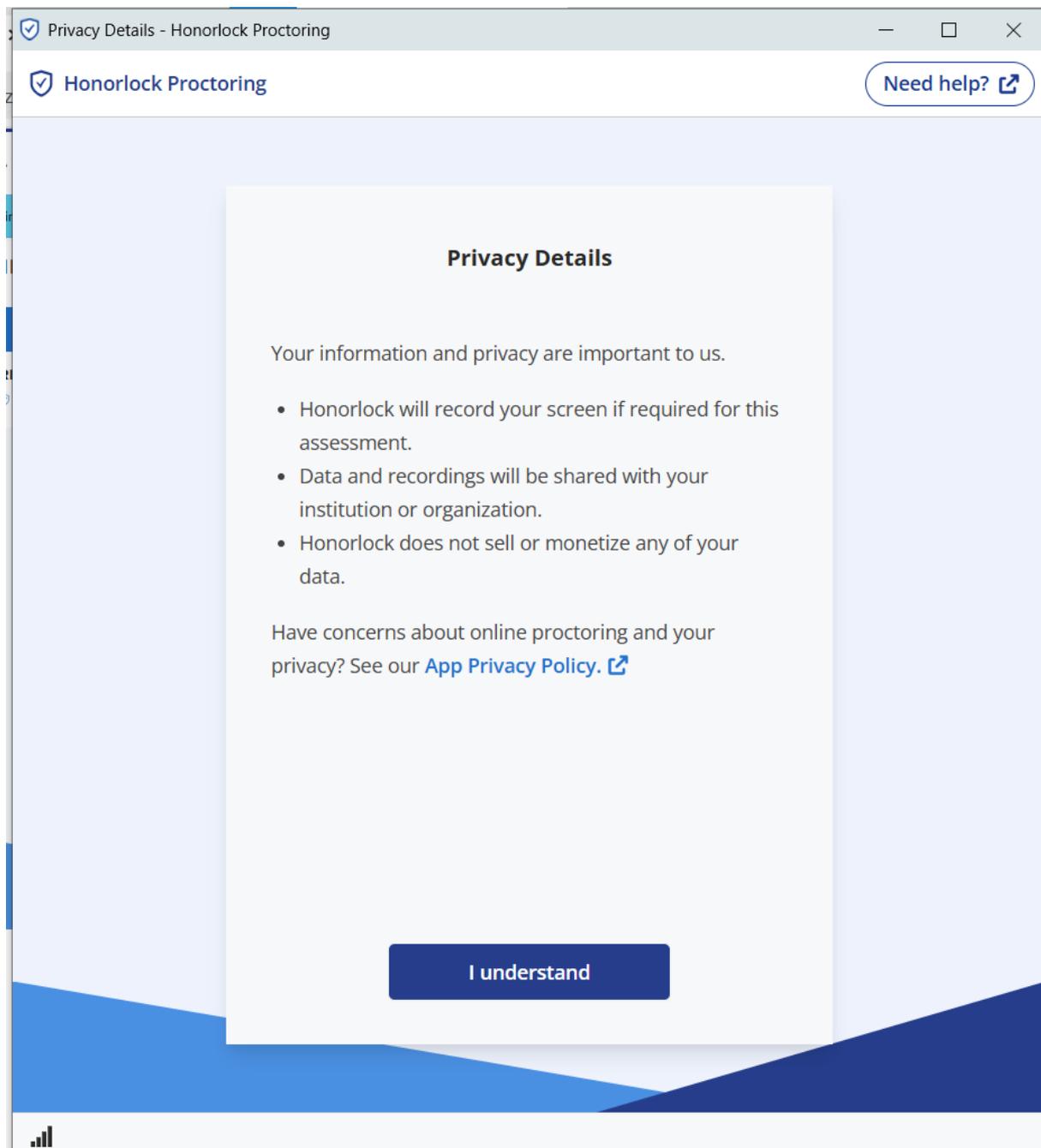
Begin Authentication

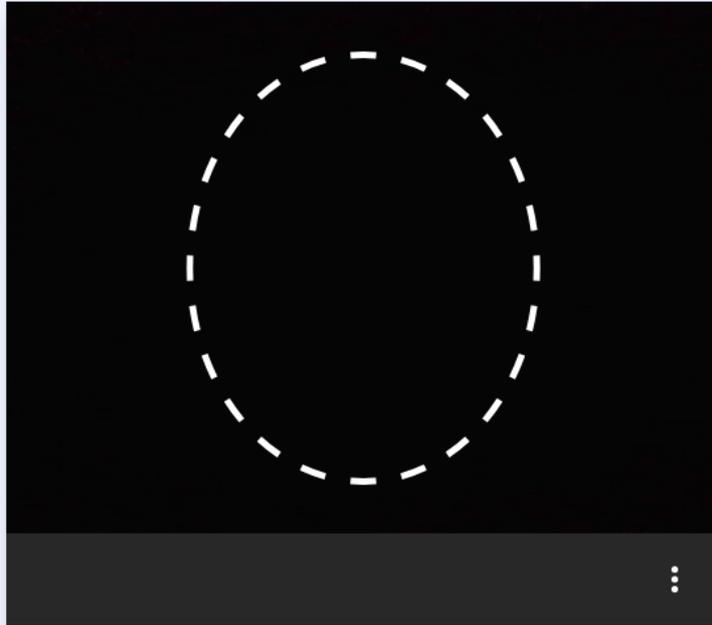
* With advance approval from your instructor or assessment administrator, some of guidelines above may not apply to you. Please confirm with your instructor or assessment administrator before proceeding.

Warning: If you are using 2 monitors, you will need to disconnect them for the meantime, as you will encounter this notification.



Step 9: Authentication will now proceed with Facial and ID Verification and then Room Scan.

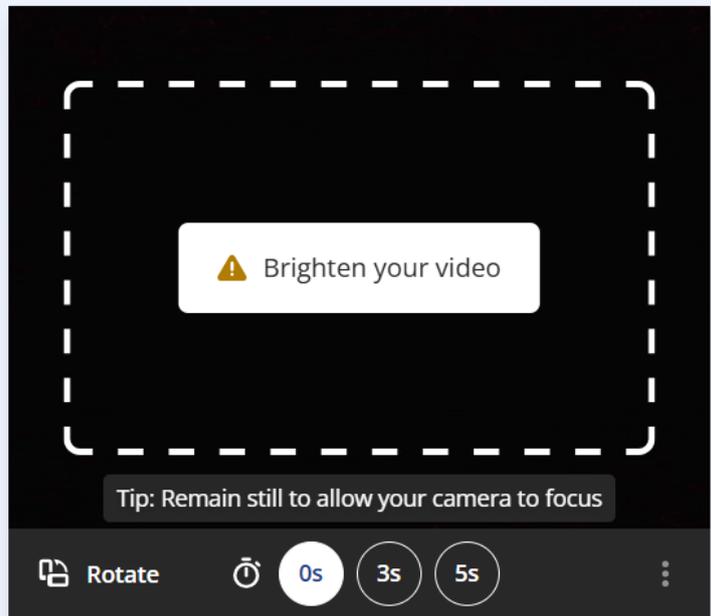




Face Detection

Center your face into the frame and click the Take Photo button below.

Take Photo



⚠️ Brighten your video

Tip: Remain still to allow your camera to focus

Rotate 0s 3s 5s

ID Verification

Hold your photo ID into the frame and click the Take ID Photo button below.

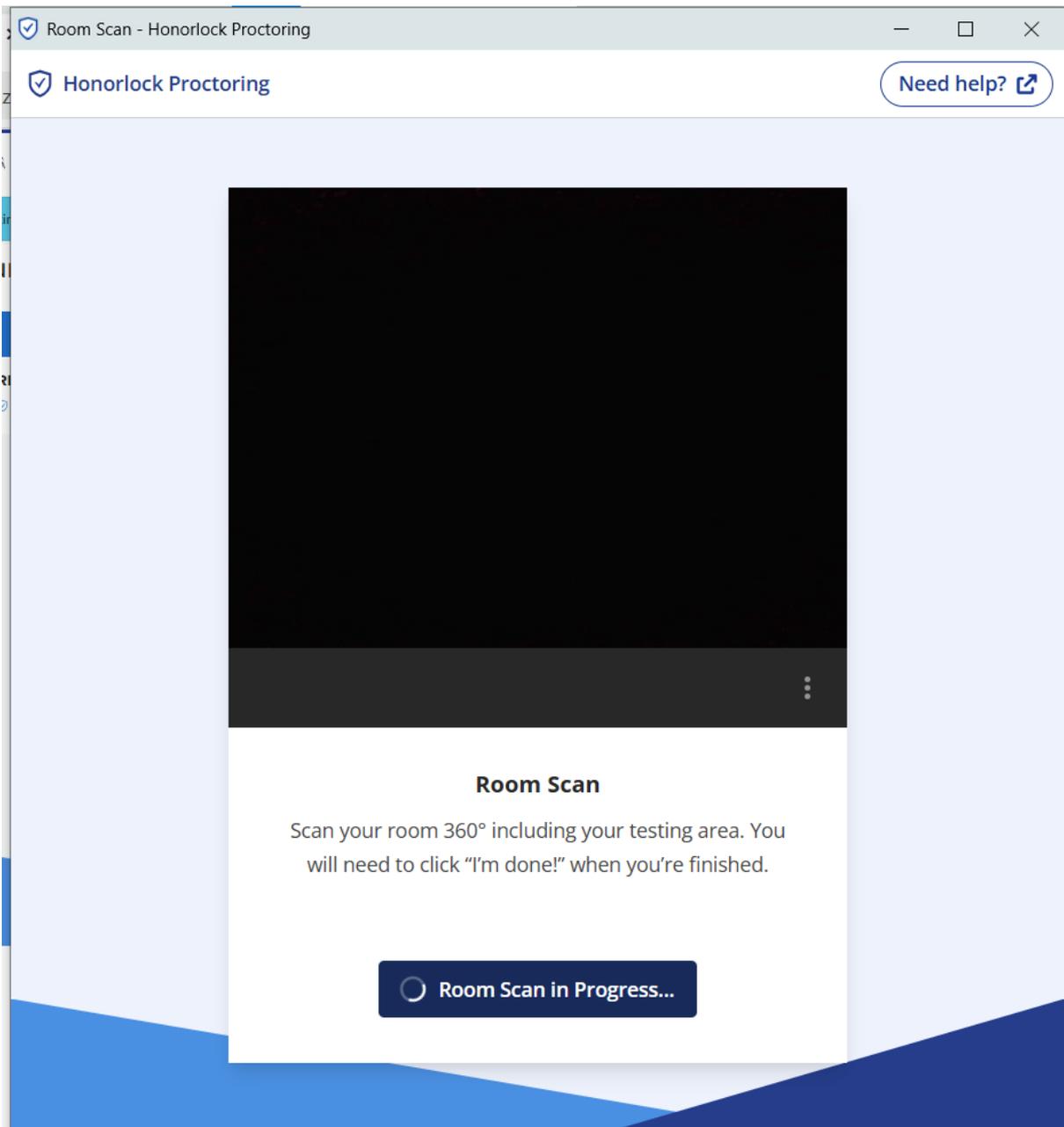
Take ID Photo



Room Scan

Scan your room 360° including your testing area. You will need to click "I'm done!" when you're finished.

Start Room Scan



Step 10: Exam Timer will start after the Room Scan verification. Good luck.

Step 11: Exam Results will show after you complete the Exam. You can also click **Grades**.



Grades

Print

 **Stay up-to-date on your grades with the Pulse App**

Keep track with your courses on the go!



Final Calculated Grade

Points
0 / 100

Grade
0 %

Grade Item	Points	Grade
RIMPA Certification - Experienced	0 / 100	0 %
Exam Conditions Acceptance	1 / 1	100 %