

# International Business Training Association IBTA

“The global standard for essential business skills”



***Certification Testing Made Simple***





# IBTA Website Testing Portal

Training Organization | Business x +

ibtalearning.com

Exam Portal

Partner Login



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# IBTA Testing Step 1

## Welcome To Prometric TC Net

Prometric is the leading worldwide provider of comprehensive technology based testing and assessment services.

Enter Username:

Enter Password:

Sign In

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Click Here for a New Student  
Registration



# IBTA Testing Step 2

## News and Information

Please note: Microsoft Internet Explorer 6.0 or higher is required for testing. Tests will not display properly if any earlier version is used. IBTA or Prometric will not be held responsible for any unsuccessful or incomplete test due to incorrect browser versions.

### IMPORTANT INFORMATION! UPDATE YOUR BROWSER TODAY!

If you have not upgraded your web browser recently, you will need to upgrade immediately. If you do not upgrade, you may be unable to deliver exams over the internet.

- |                         |  |
|-------------------------|--|
| Most Exam Programs      | Supported by Internet Explorer (IE) v10 or higher, Chrome 25 or higher, Firefox 20 or higher, Safari 5 or higher |
| NurseAide Exam Programs | Supported by Internet Explorer (IE) v10 or higher only   |
| DSST Exam Programs      | Supported by Internet Explorer (IE) v10 or v11, but not Microsoft's Edge browser                                 |

Sincerely,  
The Prometric Internet Administration Team



# IBTA Testing Step 3

Click Here



## Take Test

Select and take a test.

Take



## Resume Test

Resume a test that you already started. This option is useful if you closed your browser or restarted your computer while taking a test.

**NOTE:** Once you click the "begin test" button, your test time CONTINUES to count down even if you have closed your browser or restarted your computer.

Resume



## Review Scores

View a complete history of every test you have taken, including results and payment receipts.

History



## Feedback

Have a suggestion for the improvement of this system? Our ears are wide open for your feedback.

Feedback





# IBTA Testing Step 4

SELECT TEST 

☐ Public Tests ☒ Private Tests ☐ Eligibility Tests

Private keycode

Cancel

Submit

1. Choose Private Test

2. Enter Keycode for the Certification Exam Here

(Contact IBTA for the list of exam Keycodes)

3. Click Here

Please note that only Exam Administrators or Proctors can have access to Keycodes. Students should never see them. Exam Administrators must do this step. Keycodes for all exam titles are provided to Authorized Training Partners by IBTA.





# IBTA Testing Step 5

## ◀ CONFIRM TEST SELECTION ⓘ

### Test Information

**Test Name**

CBP Business Management (IBTA) 2nd Edition

**Language**

English (US)

**Time Limit**

2 Hours 45 Minutes

**Cost****Passing Score**

70%

### Description

The Certified Business Professional Business Management Certification Exam -(International Business Training Association)

### Requirements

1. Cookies and javascript must be enabled on your web browser.
2. This test does not require a proctor sign-in (test supervisor).
3. This test does require payment. If you do not start your exam within one hour of payment, the system will automatically cancel your exam and refund your payment. If you want to verify this credit, select Review Scores and click View Receipt. You will see both the payment and credit transactions.
4. Payment requires use of Promotion Code or Voucher.

Cancel

Take This Test!

Confirm Test Name and then Click Here





# IBTA Testing Step 6



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PROMETRIC



CANDIDATE

ENTER PROMO CODE OR VOUCHER ⓘ

Enter Promotion Code or Voucher

Continue



Enter Exam Voucher Code Here

(Exam Vouchers are sold by IBTA or its  
Authorized Distributors globally)

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Certified Business  
PROFESSIONAL







# IBTA Testing Final Step



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CANDIDATE PROCTOR AUTHORING AUTHOR REPORTS ADMIN ADMIN REPORTS

## Title

CBP Business Management (IBTA) 2nd Edition

## Sponsor

IBTA - International Business Training Association

## Time

You will have up to **2 Hours 45 Minutes** to complete the test. Any questions answered after the time has expired will not be counted. Your time will begin when you view the first question.

## Candidate Navigation

You may freely navigate through the items on this test. You may return to an item at any time during your test to review or change your answer.

## Scoring Information

You must score a minimum of 70% in order to pass. You will be informed of your test score results at the conclusion of the test.

[View a Tutorial](#)

Good luck on your test!

Begin Test

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