

# Electronic Open Assessment (EOA) FAQs



## What is the Open Assessment?

The Open Assessment is an academic assessment performed online through your MYIOSH account.

The questions have been formed from National Occupational Standards (NOSs) but the subject matter has been adapted and expanded to encompass internationally recognised standards.

- Part A – 48 multiple-choice questions on health and safety learning outcomes and principles.
- Part B – two questions based on health and safety scenarios.

## What is the purpose of the Open Assessment?

The Open Assessment has been designed to test your technical competence when dealing with complex risk issues. You may have to develop techniques to demonstrate your level of research, knowledge and understanding. The questions have been formed for you to apply a range of fundamental principles that a Chartered Health and Safety Practitioner should adhere to.

## Can IOSH support me through my Open Assessment?

We are committed to supporting you through your Chartered journey. For assistance please call the Professional Development team on +44 (0)116 257 3200 or by email at [professional.development@iosh.com](mailto:professional.development@iosh.com).

There are other channels to gain additional assistance such as your local branch, a Mentor or a one-to-one session with our in-house Technical Advisers.

## How do I register for the Open Assessment?

The first step is to enrol on the Initial Professional Development process (IPD) for a fee of £160. To register for IPD please call the customer service team on +44 (0)116 257 3198 or email [CSC@iosh.com](mailto:CSC@iosh.com).

Your IPD registration fee includes your first attempt. Once you have registered for IPD, you will need to state which session you would like to take.

## Can I change my Open Assessment session?

You can change your session free of charge, providing you let us know at least two weeks before the start date of the session.

## What equipment do I require?

The Open Assessment is completed online through your MYIOSH account. You only need a desktop computer or laptop with internet connection.

## When can I start the Open Assessment?

You can begin from the start date of your selected session. Each session is open for two weeks.

Once you pass Part A, your timing for Part B will automatically begin.

If you start your attempt less than seven days before the session closes, we still require you to submit by the session end-date.

## How much time do I have to complete the Open Assessment?

- The maximum allowed time to submit Part A is three hours. This is performed in one sitting.
- The maximum allowed time to submit Part B is seven days

## How do I prepare for the Open Assessment?

We recommend the following preparation before you attempt the Open Assessment.

- Take the dummy quiz available in your MYIOSH once you enrol on IPD. This will allow you to view the system format before taking Part A.
- Read the full syllabus before sitting Part A.

Due to a vast pool of questions for Part B, it is unlikely that the questions will match your direct experience. The assessment has been designed for you to research your answers once the questions are presented.

## Will I have access to any past papers?

There are no past papers available. Due to the nature of the questions, it's unlikely that past papers would help you answer your questions. Reviewing the syllabus and identifying sources of information for the areas detailed is a more beneficial approach.

## How do I complete Part A?

Part A consists of a variety of multiple choice questions including: ticking yes or no; choosing one answer from a list; dragging-and-dropping; and selecting one or more answers.

## Who marks Part A of the Open Assessment?

We use computer software to mark each answer automatically. You can view your result summary by clicking on the test date attempt.

## How do I complete Part B?

Part B consists of you filling an essay-style answer in the text box underneath the question or uploading a Word file or PDF document containing your answer.

- You must apply both answers before selecting the "attach" button.
- The system will only allow you to upload one document against each question.
- Spell-check is not available in the text box provided, although grammar and spelling issues will not affect your result.

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## Are there any tips for Part B?

- It is very important that you cross-reference from the syllabus correctly. Next to your question number will be another number ranging from 1 to 4. This defines which bank the question comes from. There are 11 elements within the syllabus.

Question bank	Element from Syllabus
1	1 or 2 or 3
2	4 or 5 or 7
3	6 or 8
4	9 or 10 or 11

- If the question is split into segments, check the marks allocated to each section. This will give you guidance on where to allocate your word count.
- Look out for signposts or action verbs which act as key words within the questions. They are designed to give you clues about how to structure your answers.
- Build your answer using your own words. Do not copy text from other sources unless they are correctly referenced.

## What is the word count for Part B?

There is a maximum word count of 700 words for question 1 and 700 words for question 2.

It is possible that one or both questions could be split into segments e.g. 1A, 1B and 1C. Ensure you review the mark allocation to each part of the questions so that you utilise your word count effectively. If your answer contains more than 700 words, any additional words will be disqualified.

## What is plagiarism?

Plagiarism is defined as copying someone else's work and presenting it as your own. This would apply to information copied and pasted from other sources, or from other candidates.

If you feel adding text from another source will benefit your answer, you may apply it within reason. The amount of quoted material should be low in comparison to the total word count. You will need to ensure that it is correctly referenced.

## How do I reference correctly?

If you're quoting from another source, the passage quoted should be enclosed in speech marks or typed in italics to indicate that it is quoted material. A reference to the source should also be provided, either immediately after the quoted passage in brackets or as a footnote to the answer. There are standard referencing protocols that you are expected to follow. Failure to do so could result in the passages being viewed as plagiarism.

## How does IOSH tackle plagiarism?

Plagiarism is viewed very seriously. If significant plagiarism is detected in your answer, this could lead to the answer being rejected and/or you being disqualified from the Open Assessment.

## Who marks Part B of the Open Assessment?

To review Open Assessment submissions, we have a bank of experienced Chartered members known as Examiners. You will be allocated an Examiner after the session end-date.

Anti-plagiarism software is built into our system for this part of the examination and forms part of our verification process.

## When will I receive my exam results?

The official results are issued via email three weeks after the end-date of your session.

Your Examiner's marks and feedback may be visible by clicking on the test date attempt. However, it is subject to change due to our internal verification process.

## What is the pass mark?

- The pass part for part A is 55 per cent
- The pass mark for Part B is 50 per cent

## How many attempts am I allowed?

You will need to pass both parts of the Open Assessment within four attempts.

- There is a fee of £95 for each additional attempt.
- Once Part A has been successfully completed, there is no need to retake Part A.
- New questions and an Examiner with no prior knowledge of your previous submissions will be presented for each re-attempt.

## What if I am unsuccessful after four attempts?

If you are unable to pass the Open Assessment after four attempts, we would require you to gain an alternative qualification making you exempt from completing the Open Assessment. For further information on this, please contact the Professional Development team.

## Does IOSH accept extenuating circumstances?

Yes, the circumstance must have a negative impact on the ability to undertake the Open Assessment and the timing of the circumstance must be relevant. If you would like IOSH to review your circumstances, please complete and return our extenuating circumstances form so that we can make any necessary adjustments.

## Does IOSH make special arrangements?

We're aware that some members may have specific learning difficulties, disabilities or personal circumstances which may need to be accommodated during the Open Assessment process. If you would like IOSH to review your circumstances, please complete and return our special arrangement form so that we can fully support your Chartered journey.