

Remote Invigilation incident report form



This form is to be completed and submitted by the student taking the remotely invigilated (RI) assessment, to notify AAT of an event that disrupted or disadvantaged them immediately before or during the remotely invigilated assessment.

All incident reports must be submitted to cba@aat.org.uk by the end of the next working day following the assessment.

Name:	
AAT ID:	
Assessment:	
Assessment date:	
Assessment centre:	
Training provider:	

Summary of incident(s):

Did the incident occur before or during the assessment:	Before	During
<p>Select all applicable options from the list and provide more details in the additional information box below:</p>	<p>Unable to install software</p> <p>Unable to access ATLAS Cloud</p> <p>Unable to launch assessment</p> <p>Could not pass/complete system/security requirement checks</p> <p>Could not pass/complete pre-assessment checks (ID, photo, room scan)</p> <p>Lost internet/camera/microphone connection during the assessment</p> <p>Secure browser closed during the assessment</p> <p>Unable to re-access assessment after secure browser closed</p> <p>Unable to navigate through assessment</p> <p>Screen freezing</p> <p>Data loss</p> <p>Unable to submit assessment</p> <p>Other</p>	

Additional information – please provide as much additional information as possible below, including what task(s) the issue occurred on, what impact it had on the student and, if applicable, how the incident was resolved.

Photos and videos of assessment content is strictly prohibited and will be regarded as malpractice.

In the event that you experience issues with uploading attachments, please email it to us in a non-zip format for further consideration.

Declaration: I confirm that the information provided is accurate.

Name:
Date:

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