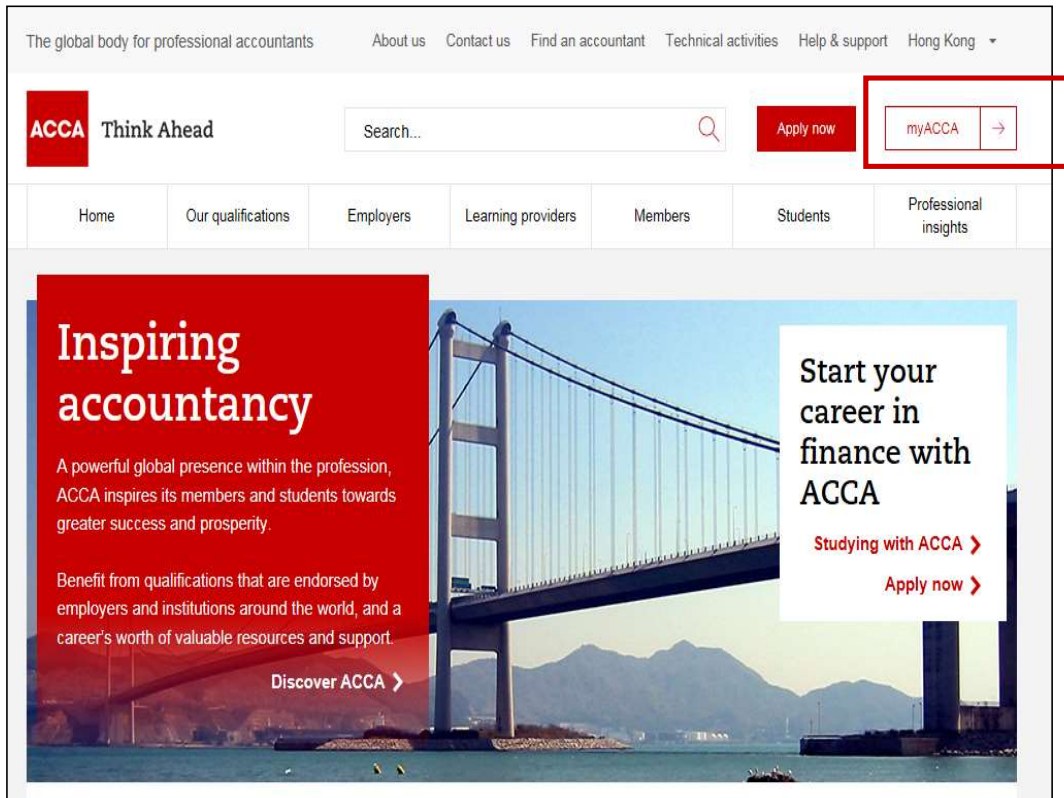


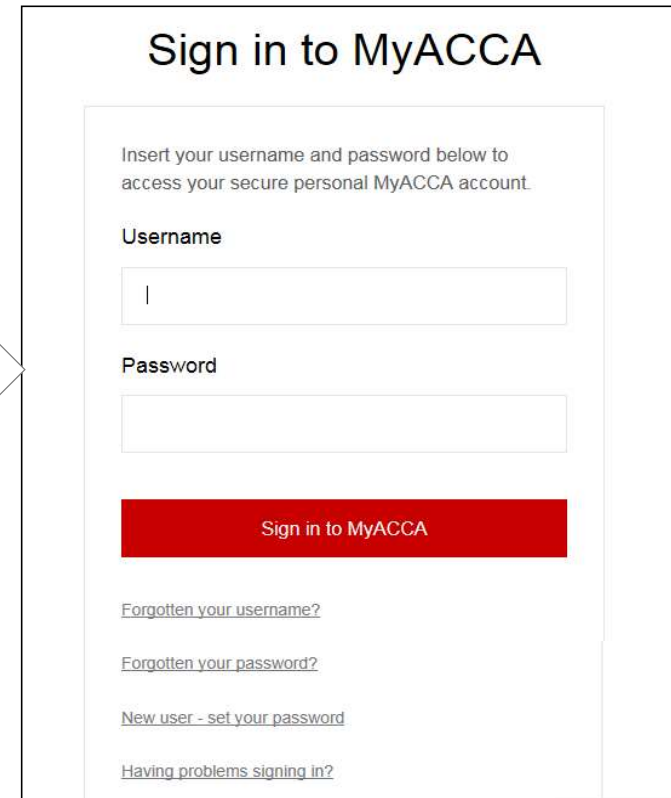
报考步骤



1. 登录 myACCA账号 (www.accaglobal.com)



The screenshot shows the ACCA website homepage. At the top, there is a navigation bar with links: "The global body for professional accountants", "About us", "Contact us", "Find an accountant", "Technical activities", "Help & support", and "Hong Kong". Below this is the ACCA logo and the slogan "Think Ahead". A search bar is present with the text "Search...". To the right of the search bar is a red "Apply now" button and a button labeled "myACCA" with a right-pointing arrow, which is highlighted with a red box. Below the navigation bar is a menu with links: "Home", "Our qualifications", "Employers", "Learning providers", "Members", "Students", and "Professional insights". The main content area features a large banner with a background image of a suspension bridge. The banner has a red section on the left with the text "Inspiring accountancy" and a white section on the right with the text "Start your career in finance with ACCA". There are also links for "Studying with ACCA" and "Apply now". At the bottom of the banner is a "Discover ACCA" link.

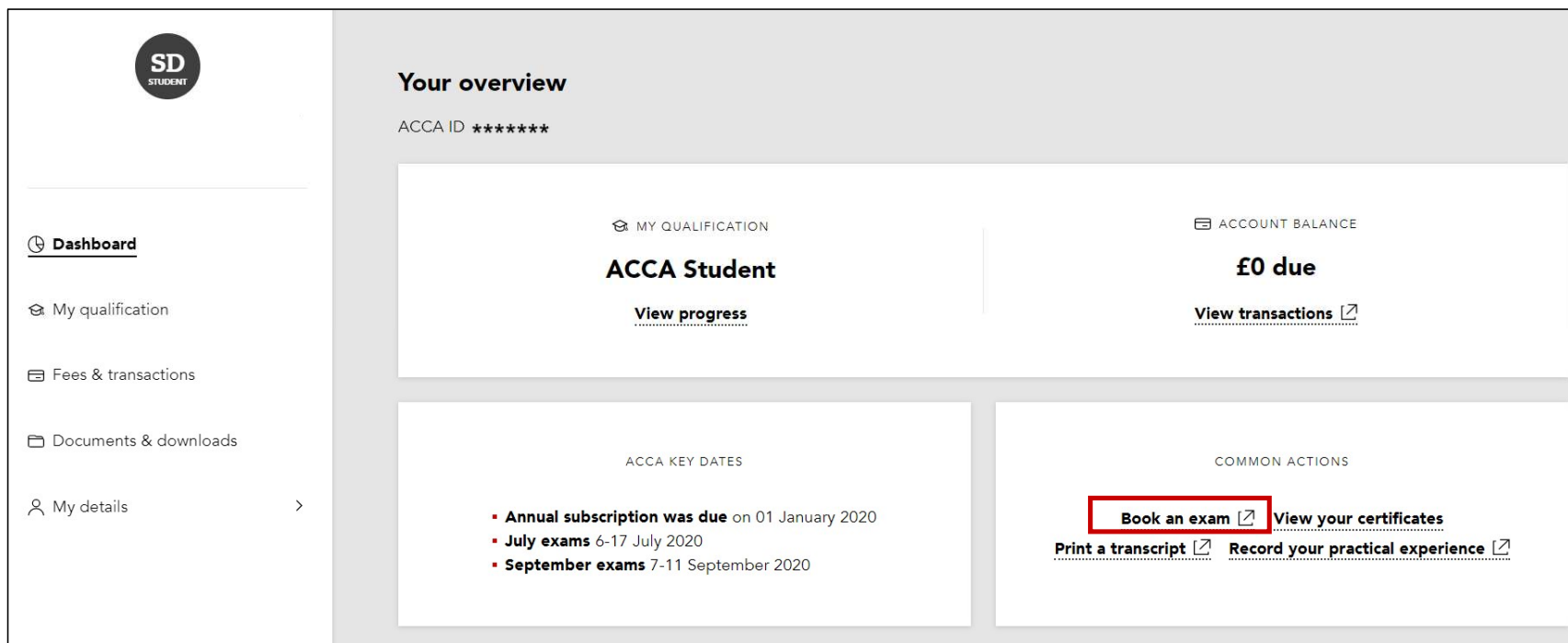


The screenshot shows the "Sign in to MyACCA" page. The title is "Sign in to MyACCA". Below the title is a message: "Insert your username and password below to access your secure personal MyACCA account." There are two input fields: "Username" and "Password". Below the input fields is a red button labeled "Sign in to MyACCA". At the bottom of the page, there are four links: "Forgotten your username?", "Forgotten your password?", "New user - set your password", and "Having problems signing in?".



2. 进入Exam Planner(报考系统)

途径1: 登录后, 右侧页面往下拉动, 在“COMMON ACTION”栏目里点击“Book an exam”



The screenshot displays the ACCA Student dashboard. On the left is a navigation menu with items: Dashboard, My qualification, Fees & transactions, Documents & downloads, and My details. The main content area is titled 'Your overview' and shows the user's ACCA ID as '*****'. It is divided into four sections: 'MY QUALIFICATION' (ACCA Student, View progress), 'ACCOUNT BALANCE' (£0 due, View transactions), 'ACCA KEY DATES' (listing annual subscription due on 01 January 2020, July exams 6-17 July 2020, and September exams 7-11 September 2020), and 'COMMON ACTIONS' (Book an exam, View your certificates, Print a transcript, Record your practical experience). The 'Book an exam' link is highlighted with a red box.



途径2： 点击左侧导航栏的“ My qualification”，接着右侧出现新页面，在“Exams”下点击红色“Book an exam”

The screenshot displays the 'MY QUALIFICATION' section of the ACCA portal. The main heading is 'Keeping track of your qualification'. Under the 'Exams' sub-section, there is a 'Your exam progress' area with a circular progress indicator showing '4/13 EXAMS' and the text 'Complete your exams to become an ACCA affiliate'. A prominent red button labeled 'Book an exam' is highlighted with a red box. To the right of the progress indicator, a list of links is provided, including 'Detailed exam history', 'Find tuition', 'On-demand Practice tests', 'CBE Practice Platform', 'Mitigating circumstances', 'Centre complaints', 'ACCA Study Hub (selected regions)', and 'Apply for an administrative review'. The left sidebar contains navigation options: 'Dashboard', 'My qualification' (highlighted with a red box), 'Fees & transactions', 'Documents & downloads', and 'My details'.

3. 在报考远程分季机考前，请先进行必要的系统测试 点击“Run System Test”，然后点击“Perform system test”

Plan and pay for your next exams

1 Plan 2 Confirm availability 3 Pay

Your plan

Run System Test
(for remote session exams)

Add an exam

You have no exams in your plan yet

[Need help?](#)



Mandatory system test for remote session exams

Perform system test

Why perform a mandatory system test

1. Before booking a remote session exam

To take a remote session exam successfully, your device must meet all the [minimum technical requirements](#). Performing a mandatory system test checks that your device meets some of these [minimum technical requirements](#).

Before booking, you should perform a system test on the same device and in the same location you plan to use on exam day. The result of this system test will provide a good indication as to whether your device is appropriate to run the exam successfully. The system test is a point in time check and therefore subsequent changes to your device, connectivity speeds or connectivity stability may impact the successful running of the exam.

If you are not able to meet all the minimum technical requirements and pass the system test you should not book a remote session exam.

2. Before taking a remote session exam



3. 点击后会自动跳转到必要的系统测试页面

OnVUE



English (US)

System Test 请确保考试日的环境与现在测试的环境是一致的，包括设备、网络，确认后在方格处打勾

confirm that on my exam day I will be using this same testing space, computer, and internet connection.

Alert! Work computers generally have more restrictions that may prevent a successful test. Ensure you are not behind a corporate firewall, and shut down any **Virtual Private Networks (VPNs)** or **Virtual Machines**.

1. Copy Access Code

Click 'Copy Access Code'.

This code will authorize you to perform a system test.

616-972-536

Copy Access Code

2. Download OnVUE

Click 'Download'.

Download

3. Run OnVUE

Run the OnVUE application from your Downloads folder.

- 请根据下面步骤 “Copy Access Code” — “Download” 下载系统 — 运行系统
- 完成系统测试后，记得关闭浏览器窗口并返回Exam Planner



4. 点击 “Add an exam”

Plan and pay for your next exams

1 Plan 2 Confirm availability 3 Pay

Your plan

Run System Test (for remote session exams)

Add an exam

You have no exams in your plan yet

[Need help?](#)

5. 选择考点、考季和考试科目

Available exams at Remote

Centre Remote

March 2024 STANDARD

June 2024 UPCOMING

Performance Management (PM)

Taxation (TX)

Financial Reporting (FR)

Audit and Assurance (AA)

Financial Management (FM)



5. 选择考试版本（如该科目有不同版本）

Available exams at Remote

Centre Remote

September 2024 STANDARD December 2024 UPCOMING

Business and Technology (BT)

Management Accounting (MA)

Financial Accounting (FA)

Corporate and Business Law (LW)

Performance Management (PM)

Taxation (TX)

Choose a Version to plan this exam

Select Exam Method: On-demand Session CBE Paper

You've selected Taxation (TX)

Add to your plan



6. 如无分版本请在方格内打勾并点击 "Add to your plan"

Available exams at Remote

Centre Remote

September 2024 STANDARD December 2024 UPCOMING

Business and Technology (BT)

Management Accounting (MA)

Financial Accounting (FA)

Corporate and Business Law (LW)

Performance Management (PM)

Taxation (TX)
United Kingdom

Version United Kingdom Change Version

Select Exam Method: On-demand Session CBE Paper

Version is selected successfully.

You've selected Taxation (TX) (Home) in September 2024.

I understand after the standard entry deadline, examination entry fees are not refundable or transferable.

£163.00

Add to your plan



7. 请阅读考试准则及隐私声明，并在对应方格打勾，点击 “Agree and Process”

5. Meeting the technical requirements

In order to run a remote session exam successfully, your device must meet all the minimum technical requirements.

During the check-in process you'll need to perform and pass a system test. This system test checks a number of the minimum technical requirements. If you are unable to pass this system test unfortunately you will not be able to take the exam.

Before making an exam booking, you should therefore check that your device meets all of the minimum technical requirements. You should also perform a system test on the same device and in the same location you plan to use on exam day. The result of this system test will indicate whether your device will pass or fail the system test you'll perform on exam day (subject to changes to your device, connectivity speeds or connectivity stability).

In the event of technical issues impacting your exam, you must have passed a mandatory system test via Exam Planner between the previous exam session finishing and before starting your exam check-in process to be eligible to use our post-exam withdrawal option.

Additionally, as part of the eligibility criteria if you perform multiple mandatory system tests ahead of exam check-in, the last mandatory system test result must be a pass.

For more information on the eligibility criteria [please visit our post-exam options page](#)

[View the minimum technical requirements](#)

[Perform system test](#)

[View post-exam options eligibility criteria](#)

I understand the technical requirements of the exam and agree to the eligibility criteria for post-exam withdrawals



I agree to the use of facial recognition software for the purpose of verifying my identity during the testing process by comparing my facial image to that presented on my identification and to facial images captured during the testing process. I understand that I may withdraw my consent by emailing Session-RI@accaglobal.com.

I have read and accepted the [Exam Regulations and Guidelines](#)

I do not agree to the use of facial recognition software for the purpose of verifying my identity during the testing process by comparing my facial image to that presented on my identification and to facial images captured during the testing process. I understand that I may amend my consent by emailing Session-RI@accaglobal.com.

Close

Agree and Proceed

✓ 请注意，如果您在中国内地参加远程分季机考，您必须年满18岁



8. 点击 “Confirm availability” 确认考位 9. 点击选择考试时间段

Taxation (TX) has been added to your plan.

Your plan

Run System Test (for remote session exams) Add an exam

September 2024

i Mandatory system test is only required for remote session exams. You have not attempted the Mandatory System Test (MST) for this exam session. System test results are updated on the exam planner within 72hrs. As part of our withdrawal eligibility criteria, your last system test result must be a pass and taken before checking in for your exam. For more guidance, [please visit our post-exam options page](#).

Session CBE

Audit and Assurance (AA) Booked Details Cancel

Taxation - United Kingdom (TX - UK) Pending Availability and Payment £163.00

Session CBE Booking

You will now be transferred to our booking partner in order to confirm the availability of your chosen exam.

Confirm availability

Pay Now

Credit balance £0.00 Total £163.00

I have read and accept the [terms and conditions](#) of booking.

Payment is required

TIME1时间会早于TIME2，请选择您方便的时间段

Computer-Based Exams

Select Exam

- RI_TX_UK_TIME1: Taxation - United Kingdom (TX - UK)
- RI_TX_UK_TIME2: Taxation - United Kingdom (TX - UK)



9. 阅读ACCA policies, 阅读完毕后点击底部 “Agree”

Agree to online exam and ACCA policies

RI_TX_UK_TIME1: Taxation - United Kingdom (TX - UK)

Online exam policies

By checking the boxes below, you agree to each term as described. To sit this exam in an online environment, please agree to the following terms and conditions.

By accessing this website you understand and agree to the terms set forth in this Candidate Agreement ("Agreement"). This Agreement is entered into by and between you as a test taker, Pearson VUE, a business of NCS Pearson, Inc., and your testing programme owner ("Test Sponsor"). This Agreement represents your understanding and acceptance of Pearson VUE's [Privacy and Cookies Policy](#) ("Privacy Policy"), [Terms and Conditions](#) and use of cookies to support your testing experience. You also understand, acknowledge and agree that the testing programme sponsor has its own, possibly different, privacy policy.

OnVUE Data Processing

By providing your personal information, as described in our [Privacy and Cookies Policy](#), you acknowledge and agree to the video and audio recording of your entire testing session and you agree to the processing of such personal information and test data by Pearson VUE and to the transfer of such data to Pearson VUE's hub server, located in the USA, as the data processor, its authorised third parties, if any, both in the capacity as data processors for the processing of your personal information and test data on behalf of the testing programme sponsor, as the data controller, located in the USA or elsewhere. Pearson VUE and other data processing entities, if any, are the recipients of your personal information and test data; however, Pearson VUE will enter into reasonable data transfer agreements with such entities for the purpose of communicating and following the instructions of your testing programme sponsor and for establishing reasonable security measures to protect the confidentiality and integrity of your personal information and test data.

If you choose to take the test through our online proctoring platform, which is not mandatory in the event that there are other ways of taking the test as determined by the testing programme sponsor, you and your computer will be monitored during your entire testing session in real time so that your face, voice, desk and workspace will be captured and possibly recorded for the purposes of test quality, test security and the integrity of the testing process. You understand, acknowledge and agree that you will be monitored at your location through audio, technology and video means so all activity at your location will be detectable by test proctors. By accessing this website you signify your acknowledgement and agreement that any inappropriate or wrongful conduct, as determined in Pearson VUE's or the test proctor's sole discretion, witnessed while monitoring your testing session will be

ACCA policies

Admission Policy

Re-schedule Policy

Cancellation Policy

Previous

Agree



10. 检查您的时区是否正确？如正确请点击 “Yes” ， 并选择您考试日期

Find an appointment

RI_TX_UK_TIME1: Taxation - United Kingdom (TX - UK)

1. Confirm your preferred time zone

Is this your preferred time zone?

Europe/London-BST

No, change time zone

Yes, that's right!

2. Select your date

Select a date from the calendar. Only dates with appointment availability can be selected.

September 2024						
Mo	Tu	We	Th	Fr	Sa	Su
						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						

Why can't I find an available appointment?




11. 选择您喜欢的的时间展示形式以及选择考试时间

3. Select your appointment start time

How would you like times displayed?

选择12小时制或24小时制

Recommended time:







 Monday, 4 March 2024

11:00 - 14:10 Asia/Kolkata-IST

Your check-in time will be 10:30 Asia/Kolkata-IST



- Your appointment length is 190 minutes. ⓘ
- Your online testing check-in time will be 30 minutes prior to your selected appointment start time.

	00:00 - 05:00 No times available.
	05:15 - 09:00 No times available.
	09:15 - 13:00 ^ 4 times available. <input type="button" value="11:00"/> <input type="button" value="11:15"/> <input type="button" value="11:30"/> <input type="button" value="11:45"/>
	13:15 - 17:00 No times available.
	17:15 - 20:00 No times available.
	20:15 - 23:45 No times available.

如对系统建议考试时间不满意，可点击“**Explore more times**”，对应会出现不同时间段，请留意显示“**Time available**”才能选择

完成选择后，点击“**Book this appointment**”



12. 确定所预约考试的信息, 点击页面底部 “Next”

Is everything correct? Proceed to complete your order

! Review and confirm personal information to avoid issues on test day.

Description	Details	Actions
Exam RI_FR_TIME1: Financial Reporting (FR) Language: English Length: 190 minutes ⓘ	Appointment Monday, 4 March 2024 Check-in time: 11:15 Asia/Kolkata - IST Start time: 11:45 Asia/Kolkata - IST Change Appointment	Remove

[Add Another Exam](#)

Personal Information

⚠ Please check your name listed below. If there are any errors with how your name is displayed, please contact ACCA Connect as soon as possible after completing your booking.

Name:
SPD test three Do not suspend

Telephone:
+254 793256716

Next →




13. 再次确定所预约考试的信息, 如果确认无误, 点击右下角 “Confirm”

Review Booking

Description	Details
Exam RI_FR_TIME1: Financial Reporting (FR) Language: English Length: 190 minutes ⓘ	Appointment Monday, 4 March 2024 Check-in time: 11:15 Asia/Kolkata - IST Start time: 11:45 Asia/Kolkata - IST

[Previous](#) [Cancel Order](#)

[Confirm](#)



14. 这一步是再次提醒您是否完成必要的系统测试，如完成，请点击“Finish”进入支付页面

It's time to test your system and then submit your booking

Order #: 0069-8464-0651

Your appointment is reserved but still needs payment for it to be confirmed. If no payment is received, then this appointment will be cancelled.


What's next?

Finish

Run a system test

We need to verify that the computer and internet connection you plan to use on exam day meet the **minimum requirements** for online testing. It'll just take 5 minutes to run:

 Equipment and Internet connection checks

 Exam simulation

Description

Exam

RI_FR_TIME1: Financial Reporting (FR)

Language: English

Length: 190 minutes 

Details

Appointment

Monday, 4 March 2024

Check-in time: 11:15 Asia/Kolkata - IST

Start time: 11:45 Asia/Kolkata - IST

 [Add to your calendar](#) 

Order Information

Order Number/Invoice

0069-8464-0651

Registration ID

466873766

Status

Purchased

