SAPC e-NOTE: PRACTICE EXTERNAL INTEGRATED SUMMATIVE ASSESSMENT (EISA) FOR PHARMACIST'S ASSISTANTS (BASIC)

Dear Pharmacist's Assistant,

SAPC e-NOTE: PRACTICE EXTERNAL INTEGRATED SUMMATIVE ASSESSMENT (EISA) FOR PHARMACIST'S ASSISTANTS (BASIC)

You are registered to write the remote/online Practice External Integrated Summative Assessment (EISA) on 07 October 2026.

Please take note of the following guidelines for the EISA:

Setting up	1. Please ensure that your laptop or desktop computer is updated to the latest version of Windows and that the date and time are synchronised to an online server in alignment with the South Africa Standard Time (SAST) zone. 2. Please use Google Chrome/Firefox/Microsoft Edge to access the exam. 3. If using Microsoft Edge, ensure that you have updated your Windows version to at least Windows 10. 4. Please ensure that you have downloaded the **QR code scanner** on your cellphone. 5. Use the link: https://octoproctor.com/check to test the compatibility of your laptop/desktop. 6. The remote examination will be invigilated live using a proctoring software. 7. You are only permitted to use one screen such as a laptop or a personalised computer to write the examination. The examination platform will not allow the connection of a second screen. 8. You will be required to connect your smartphone via a QR code for a better view of your workspace and examination room. 9. Please ensure that you are dressed appropriately, and your smartphone is charged and placed at an appropriate angle covering the full view of the workspace and examination room.
08h00 – 09h00	1. Access the examination link on the SAPC website Learner portal, under Assessment OR click on this direct link: https://www.sapc.za.org//Learner_Assessment 2. **An OTP will be generated and sent to your cell phone AND** 3. The OTP will be valid for 10 minutes. Please check both your Cell phone and Email for a generated password. 4. If experiencing any challenges with the generated OTP within the 10 minutes, please contact the invigilator allocated to you. 5. Allow the SAPC to access your location, camera and entire screen when prompted. 6. Follow the equipment check steps and take a photo when prompted.

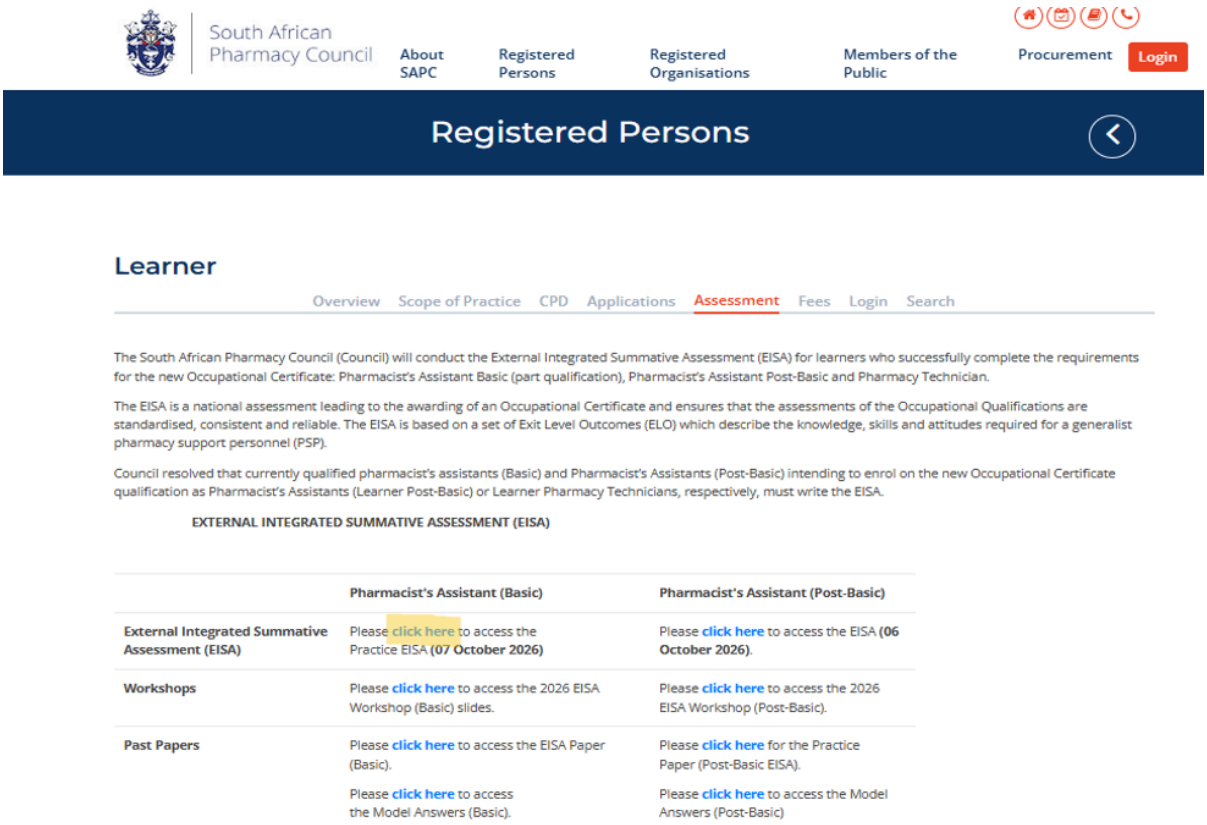
	7. Read the examination guidelines before the exam starts. 8. You are allowed to open multiple tabs from your shared screen. **NB! Please share your entire screen when prompted.** 9. Please follow this link for a demonstration of the steps to follow to access the examination proctored by SAPC: https://www.sapc.za.org//Learner_Assessment
09h00 – 12h30	Write the Examination
12h30	Complete the post-exam survey

Please be patient when waiting for the examination to start at 09h00. If the laptop/desktop has been idle for 15 minutes a pop-up message will appear to request you to click "continue" to prevent you being logged out of the examination platform.

Where to access the examination?

The examination can be accessed on the SAPC website under **Registered persons → Learner → Assessment.** Alternatively use the below URL to connect:
https://www.pharmcouncil.co.za/Learner_Assessment

Please note that the Examination Code of Conduct must be adhered to at all times. If you are found to contravene the code of conduct disciplinary action will be instituted.



Who can you contact for help?

If you need to contact SAPC before you logon to the exam		+27 76 341 8929

platform, use the WhatsApp number		
If you need to contact SAPC once you have logged onto the exam platform, click on “Chat with invigilator”		

Before the exam, please check that your cell phone number has been recorded correctly on the SAPC website.

What do you need for the exam?

- Laptop/Desktop with a camera
- Smartphone as a second device
- Pen/pencil & paper
- Reference materials
- Calculator

Please note the following profile picture requirements and the instructions to test the camera on your device.

PROFILE PICTURE

Login to the SAPC secure website and upload a suitable profile picture. The picture needs to be:

- a colour image taken within the last 6 six months;
- of your head and shoulders; and
- against a plain background.

When loading the picture on your profile, ensure the picture is correctly rotated.

TESTING OF YOUR DEVICES

Before you write the examination, you need to check that the browser you are using can access your camera and location. You also need to enable pop-up messages.
The operating system on most devices has an inbuilt camera app. Select the start button and select the camera from the list of apps. Open the app and ensure that you can see a clear image of yourself.

Use the following link: https://octoproctor.com/check to test the compatibility of your laptop/desktop.

Please be aware of the following:

- You may not wear anything that is covering your face.
- Avoid sitting in front of a window or light source. Alternatively, close curtains or blinds.
- Ensure that your camera is correctly positioned so that your face is in the middle of the screen.

When will you receive your results?

Results will be released once they have been verified and approved by Council.

CANDIDATES WRITING AT THE SAPC VENUE

Kindly note that parking at SAPC is limited. We recommend arranging to be dropped off rather than driving to the SAPC. We have attached detailed instructions, which include:

- **Drop-off zone.**
- **Access routes to the examination venue and video.**
- **Health and Safety Induction Video.**

Yours sincerely,

VM Tlala
Registrar/CEO

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