

Using the Digital Building Code Compendium During Examinations

- Candidates will be provided with links to a digital Building Code Compendium that can be used during examinations.
- The links will be made available just prior to the examination.
- Only the PDFs provided will be allowed to be open during examinations. You are not permitted to use your own copy of the digital Building Code Compendium.
- The digital Building Code Compendium that is provided during the examination cannot be downloaded and must be used in your browser.
(Exception: Candidates with approved accommodations to use a screen reader may need to use a downloaded copy.)
- Candidates may use the digital format, the paper format, or a combination of both.
- It is recommended that you have a hard copy available during your scheduled examination, in case you experience technical difficulties with the PDF format.
- Recommended browsers during examinations is Google Chrome.

Before the Examination

Familiarize yourself with the use of the digital Building Code Compendium with this [sample digital Building Code Compendium](#).

You can also log in to see [sample online examinations](#).

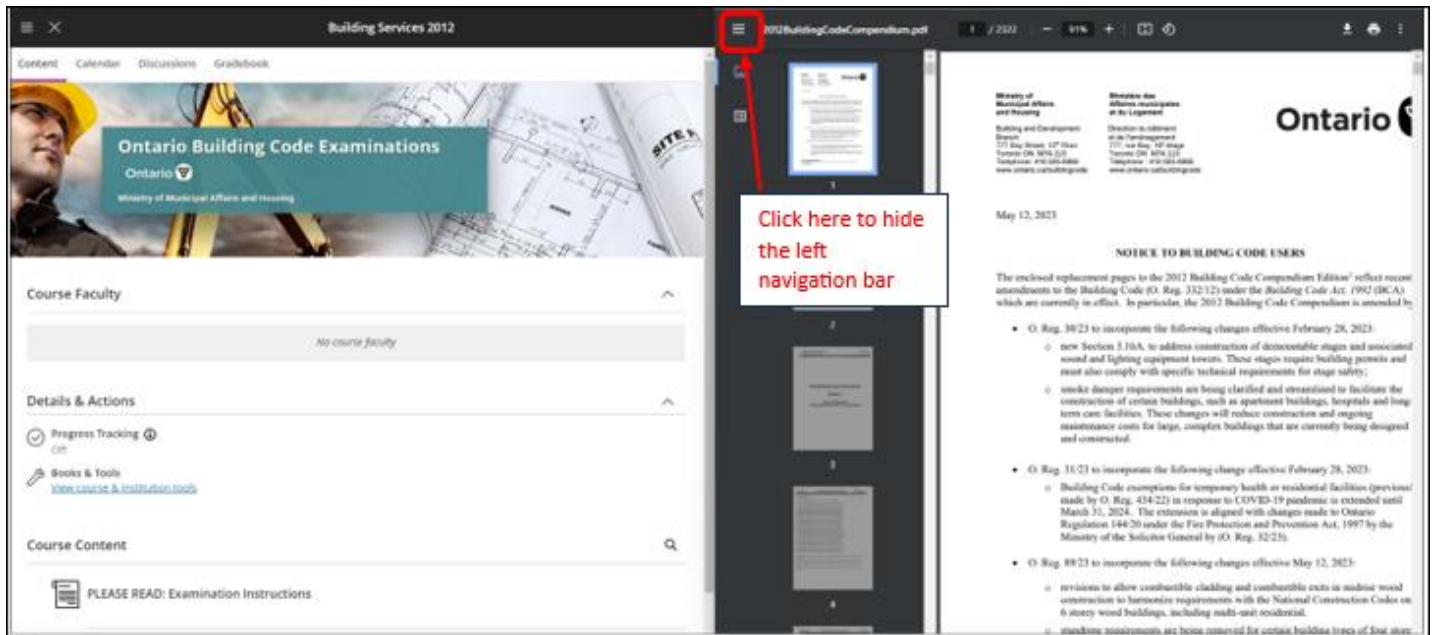
- Username: test
- Password: password123!

During the Examination

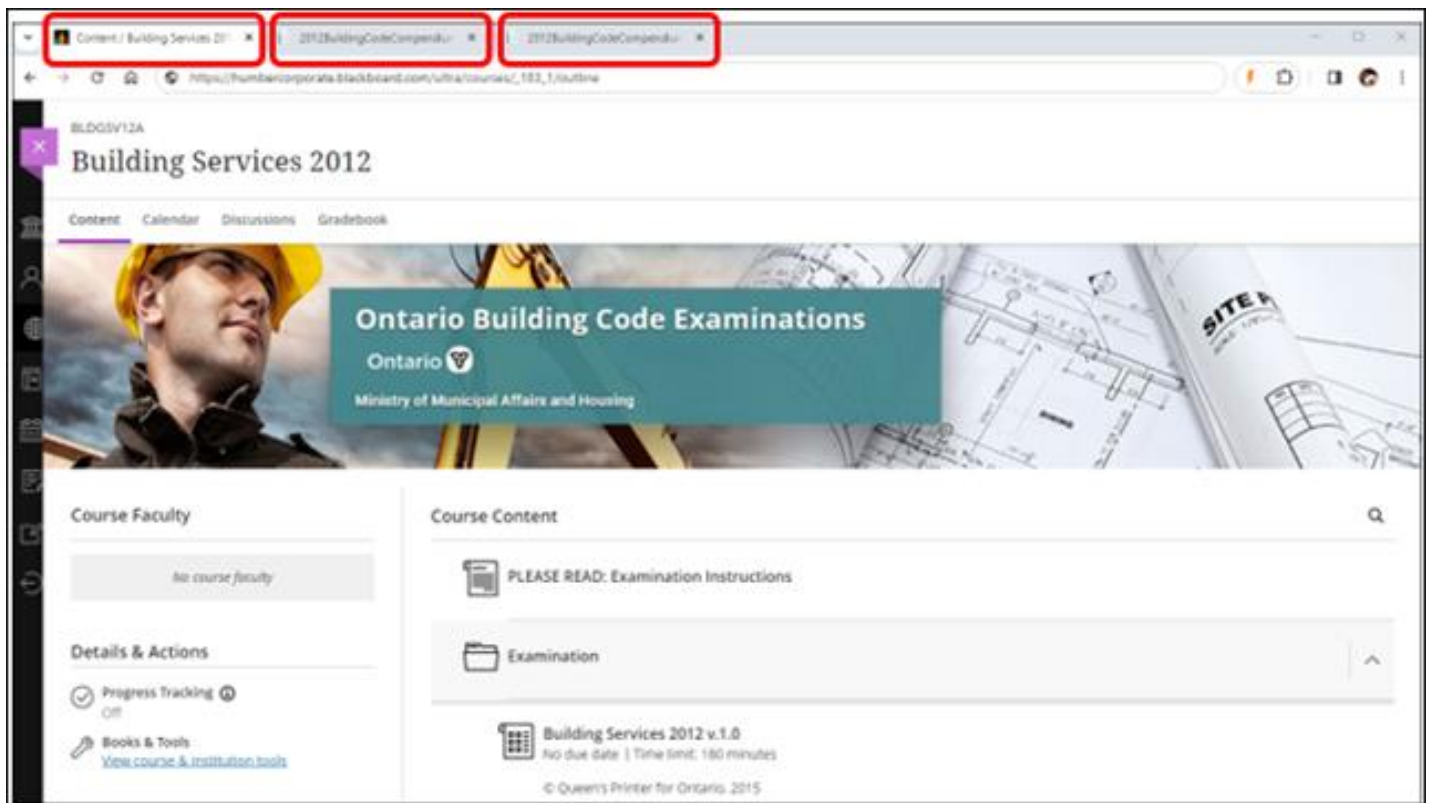
At the beginning of your examination, you will be provided with the official links to the complete digital Building Code Compendium.

If you are writing your examination at **home/office with a live virtual proctor**, please ensure the links **opens directly in your browser, prior to your examination**. Some browsers may be set to automatically download PDFs and will open the downloaded PDF file. Using the downloaded PDF **WILL NOT BE ALLOWED** during examinations.

For examinations at test centres, you can use a **split screen** to have your examination and the digital Building Code Compendium open at the same time. Split screens CANNOT be used at **home/office with a live virtual proctor**.

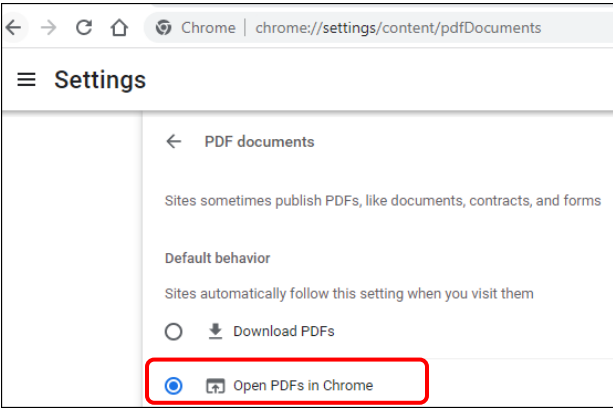
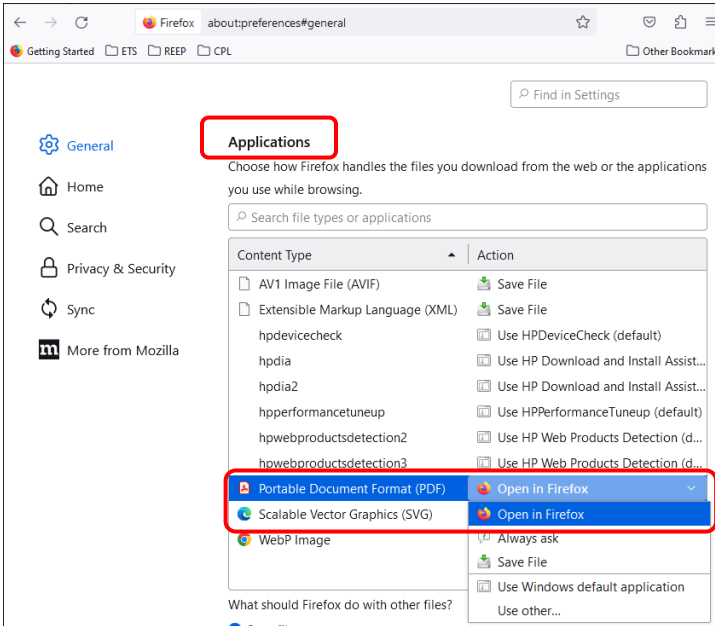


Or, you can have your examination and digital Building Code v Compendium open in **3 full windows or tabs** and toggle between the three.



Ensure that the PDF Opens in Your Browser

You may need to change your browser settings to ensure the PDFs opens in your browser. Below are instructions to change how your browser opens a PDF file.

Chrome	Firefox
<p>1. Open Chrome and navigate to Settings > Privacy and security > Site settings > Additional content settings > PDF documents.</p> <p>Or, enter chrome://settings/content/pdfDocuments into the Chrome address bar and hit Return.</p>	<p>1. Open Firefox and navigate to Settings > General.</p> <p>Or, enter about:preferences#general into the Firefox address bar and hit Return.</p>
<p>2. Under Default behavior, select Open PDFs in Chrome.</p>  <p>The screenshot shows the Chrome Settings page for 'PDF documents'. Under the 'Default behavior' section, the radio button for 'Open PDFs in Chrome' is selected and highlighted with a red box.</p>	<p>2. Scroll down to Applications, and next to Portable Document Format (PDF), select Open in Firefox.</p>  <p>The screenshot shows the Firefox 'Applications' settings page. The 'Applications' section is highlighted with a red box. In the list of content types, 'Portable Document Format (PDF)' is selected, and the 'Open in Firefox' option is highlighted with a red box.</p>
<p>3. Click here to check to see if the PDF opens directly in Chrome.</p>	<p>3. Click here to check to see if the PDF opens directly in Firefox.</p>