Online Testing

Instructions for participants
Notification

You will be notified via email about the date and time of your test.

Make sure you remember the email and password you used to apply with the Public Administration Department online platform.


If you forgot your password, click on the link below to get it:
On the Test Day

Before the Test starts, we recommend that you close all unnecessary programs and make sure your computer is not doing an update.

15 minutes before the test time click on the link: https://etesting.administrata.al/

Enter your email address and password. Press “Log In” to access the test!
email address

password

click here to access the test!
Instructions Page

Read testing instructions and rules carefully!

Make sure you are not interrupted throughout your online written test.

Before your test, you will go through a simulation test.

Click the “Simulation Test” button to enter the interview for some testing questions.
Udhëzime për zhvillimin e testimit online:
• Këshillojmë që aplikantët të mos humbasin kohën e vlefshme duke hapur librat, shënimet ose të marrin ndihmë nga ndonjë burim tjetër i jashtëm.
• Aplikantët duhet të kryejnë testimin me pyetjet me zgjidhje të shumëfishtë brenda afatit kohor të caktuar për testimin.
• Aplikantët nuk duhet të ndërpresin seancën e testimit dhe pastaj të kthehen përseri në të.
• Këshillojmë verifikimin e Emrit dhe Mbiemrit që të shfaqet saktë në cepin lartë të ekranit së bashku me numrin unik.

Udhëzime të veçanta
• Çdo pyetje ka vetëm një alternativë të saktë.
• Çdo përgjigje vlerësohet me 0 pikë nëse është e pasaktë, ose me pikët e përcaktuara për
  që të jetë plotërisht e saktë.
“Simulation Test”

Check your “Name and Surname” and your personal identification number, on the right side of the screen.

Navigate by answering 4 simulation test questions to familiarize yourself with how the test is completed.

Use the “Back” and “Next” buttons to switch between questions.

WAIT HERE FOR THE TEST TO START!
click here to select the right answer
The test is starting.

The "Simulation test" will close before the test starts.

The remaining time to the test will appear on the screen.

Get ready!

2 minutes from the start of the test!
KUJDES, TESTIMI FILLON PËR:
01:10
e-Test

You can and should only choose one of the alternative options. Use the “Back” and “Next” buttons to move to the next or previous question.

If you are not sure about your answer to a current or previous question, you can easily change it, simply by ticking a different option.

Be careful with the remaining time until the test is completed!
During the test

If you have already answered all the questions before the test time expires, by ticking the right options, activate the “Complete” button.

Make sure you answer all the questions so that the “Complete” button appears on the right corner on the bottom.

In case your test is interrupted for technical reasons, log back in as soon as possible, entering your e-mail and password again!
“Test Completed”

Read questions carefully!

Press “Continue testing”, if you're not about to complete it.

Press “Test Completed”, if you have completed the test and you want to close it.

You may still answer if time is not over!
Test Completed

Continue Testing
“Exit Test”

If you pressed “Test Completed”, you will be asked again whether you are sure you want to finish it.

Press “YES, Complete” if you are ABSOLUTELY sure. After that, you will finally exit the test.

Press “NO, go back” if you want to go back to the test.

Actions that can still be performed while time is not yet over!
Test Completed!

Go Back to the Test
Test Closure for the Executive category

Upon expiry of the time available or by clicking the “End Test” button, the e-test is closed!

Two different messages can be displayed on the screen, depending on points gathered by the candidate.

In the last 2 minutes before the test ends, you will be notified!
Qualification notification

You are qualified for the next phase of evaluation.

I NDERUAR APLIKANT! DUKE JU FALENDERUAR PËR PJESËMARRJEN, JU NJÓFTOJMÉ SE JU JENI KUALIFIKUAR PËR FAZËN VIJUESE TÉ PROCEDURËS. MÉ SHUMÉ DÉTAJE NÉ LIDHJE ME TESTIMIN DO JU DËRGOHEN INDIVIDUALISHT NË ADRESEN E EMAIL ME TÉ CILËN KENI APLIKUAR. FALEMINDERIT
The notification about not being qualified for the next stage of the evaluation

You do NOT qualify for the next stage of your CV evaluation.
Test Closure
for the lower and middle management category

Upon expiry of the time available or by clicking the “End Test” button, the e-test is closed!

The message will be displayed on the screen for the following procedure.

In the last 2 minutes before the test ends, you will be notified!
Qualification notification

You are qualified for the next phase of evaluation.
Good luck!