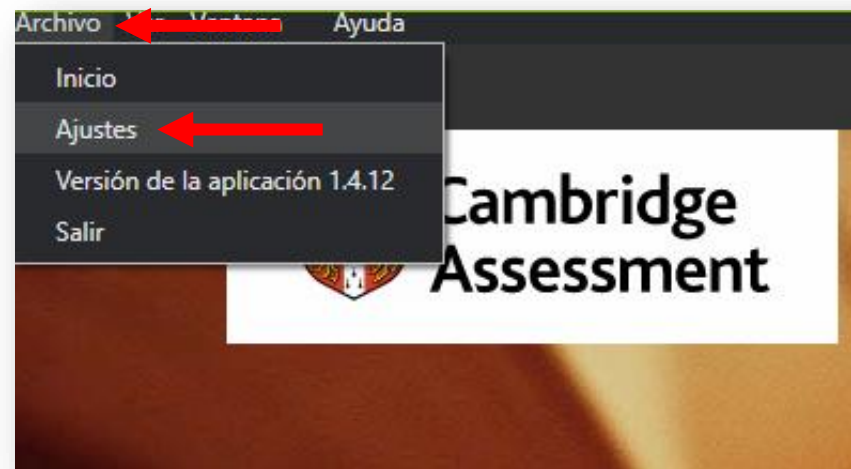


# Cómo ingresar a la Experiencia Docente - Cambridge



- 1 Abra la aplicación de SUMADI™.
- 2 Diríjase a la opción de “**Archivo**” ubicado en la barra superior del menú de herramientas y haga clic en “**Ajustes**”.



- 3 En la sección de “**Bienvenido**” deberá ingresar el **ID Institucional** correspondiente a su centro. Una vez realizados los cambios, haga clic en “**Guardar**”.

**SUMADI**  
AI-POWERED PROCTORING

## Bienvenido

IDIOMA: Español

**→ ID INSTITUCIONAL**

CÁMARA: HP HD Camera (04ca:7063)

NOTA: Al guardar cualquier Configuración, el programa Sumadi se reiniciará y se le pedirá que inicie sesión una vez más y comience de nuevo.

CANCELAR GUARDAR

**Nota:** En la sección de “**Idioma**” puede seleccionar el de su preferencia.

- 4 Luego de hacer clic en “**Guardar**”, SUMADI™ se reiniciará automáticamente y se desplegará el portal de Cambridge donde deberá ingresar sus credenciales de Administrador.

Home Shop About

Welcome to the  
Cambridge English Test Portal

**ENTRY CODE**

If you have an entry code, enter it below.

Entry Code

OK

Or

**LOGIN**

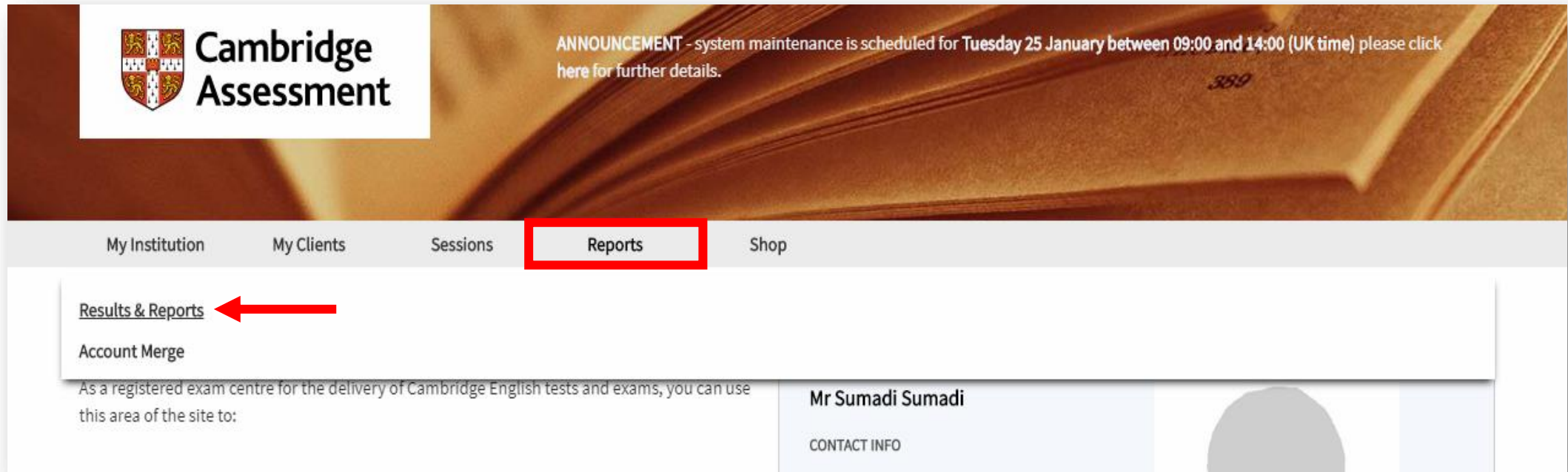
Username\*

Password\*

Institution ID ?

Log in [Forgotten your password?](#)

- 5 Al ingresar a la cuenta de la institución, diríjase a la sección de “Reportes/Reports” y haga clic en la opción de “Results & Reports”.



The screenshot displays the Cambridge Assessment website interface. At the top left is the Cambridge Assessment logo. To its right, an announcement states: "ANNOUNCEMENT - system maintenance is scheduled for Tuesday 25 January between 09:00 and 14:00 (UK time) please click here for further details." Below this is a navigation bar with the following items: "My Institution", "My Clients", "Sessions", "Reports" (highlighted with a red box), and "Shop". Under the "Reports" menu, a dropdown list is visible, containing "Results & Reports" (indicated by a red arrow), "Account Merge", and a descriptive text: "As a registered exam centre for the delivery of Cambridge English tests and exams, you can use this area of the site to:". On the right side of the page, the user's name "Mr Sumadi Sumadi" is displayed above a "CONTACT INFO" section, which includes a placeholder for a profile picture.

6 Se desplegará una lista de opciones y deberá seleccionar **“SUMADI Assessment Results”** para ingresar a los reportes.

Archivo Ver Ventana Ayuda

<a href="#">Entry Code List</a>	List of entry codes for a client session. Filter by assignment creation date, client and session name.
<a href="#">Group Report</a>	Group (session) report for Linguaskill, designed to be run by Agents. Filter by client, venue and session. Displays the results for the selected group of candidates.
<a href="#">Linguaskill Bundles for Talview</a>	Report showing candidate entries & passwords for a specific Linguaskill session. This version shows all sessions for an agent and their associated clients.
<a href="#">Linguaskill Contacts</a>	Contact data summary for all institution (non-student) users, including email address, country and region. Select Agent, Client or both.
<a href="#">Linguaskill Entries</a>	Report showing candidate entries for a specific Linguaskill session. This version shows all sessions for an agent and their associated clients.
<a href="#">Linguaskill Test Report</a>	Detailed test report displaying candidate results for Linguaskill, including long descriptors.
<a href="#">Purchase History</a>	Details of all licence purchase requests made by the agent within the specified period. Start date is mandatory.
<a href="#">Session Candidates</a>	List of candidates by session. Filter by session name.
<a href="#">Special Group Report</a>	Version of the Detailed Group Report which filters on date range and variant only. Suitable for agents with a large number of venues and sessions who want to see the results for all.
<a href="#">Student Progress Report</a>	Displays results for all tests taken by a candidate or group of candidates. Does not pick the best result or average results like the Group Report and Test Report.
<a href="#">Test Availability</a>	Shows details of all your tests. Information is displayed by product, Client (including yourself) and test status (available, pending, used, total).
<a href="#">Test Credit Orders</a>	Report showing data on orders placed by Clients and processed by Agents
<a href="#">SUMADI Assessment Results</a>	SUMADI AI Proctored Assessment Results.

© 2021 Cambridge Assessment English

[Speaking Test Setup](#) [Data protection](#) [About us](#) [Accessibility](#) [Terms & conditions](#)