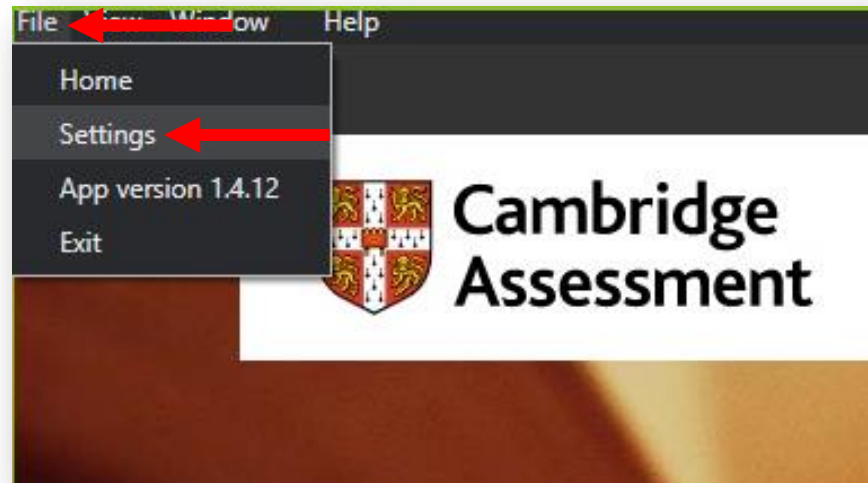


# How to access the Faculty Experience - Cambridge



- 1 Open the SUMADI™ app.
- 2 Go to the “**File**” option located at the upper toolbar menu and click on “**Settings**”.



- 3 In the “**Welcome**” section you must enter the **Institution ID** corresponding to your center. Once the changes have been made, click on the “**Submit**” button.

**SUMADI**  
AI-POWERED PROCTORING

## Welcome

LANGUAGE English

**→** INSTITUTION ID

CAMERA HP HD Camera (04ca:7063)

NOTE: When submitting any Setting the Sumadi program will restart and you will be required to login once again and start over.

CANCEL SUBMIT

**Note:** In the “**Language**” section, you can select the one of your preference.

- 4 After clicking “**Submit**”, SUMADI™ will automatically restart and the Cambridge portal will be displayed, where you must enter your admin credentials.

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

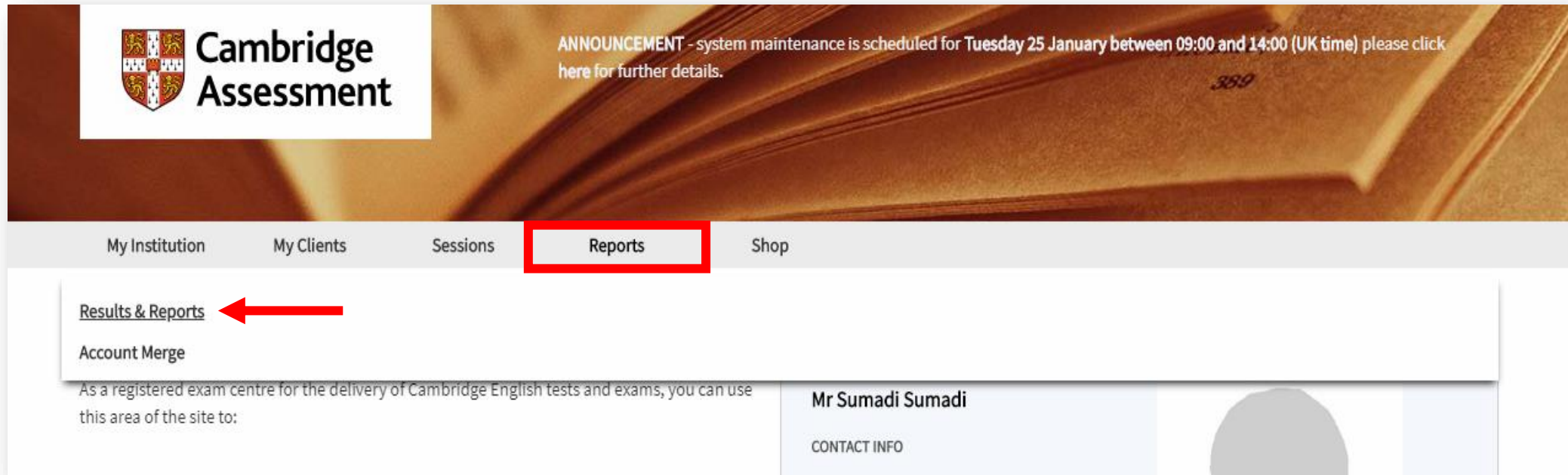
Username\*

Password\*

Institution ID ?

Log in [Forgotten your password?](#)

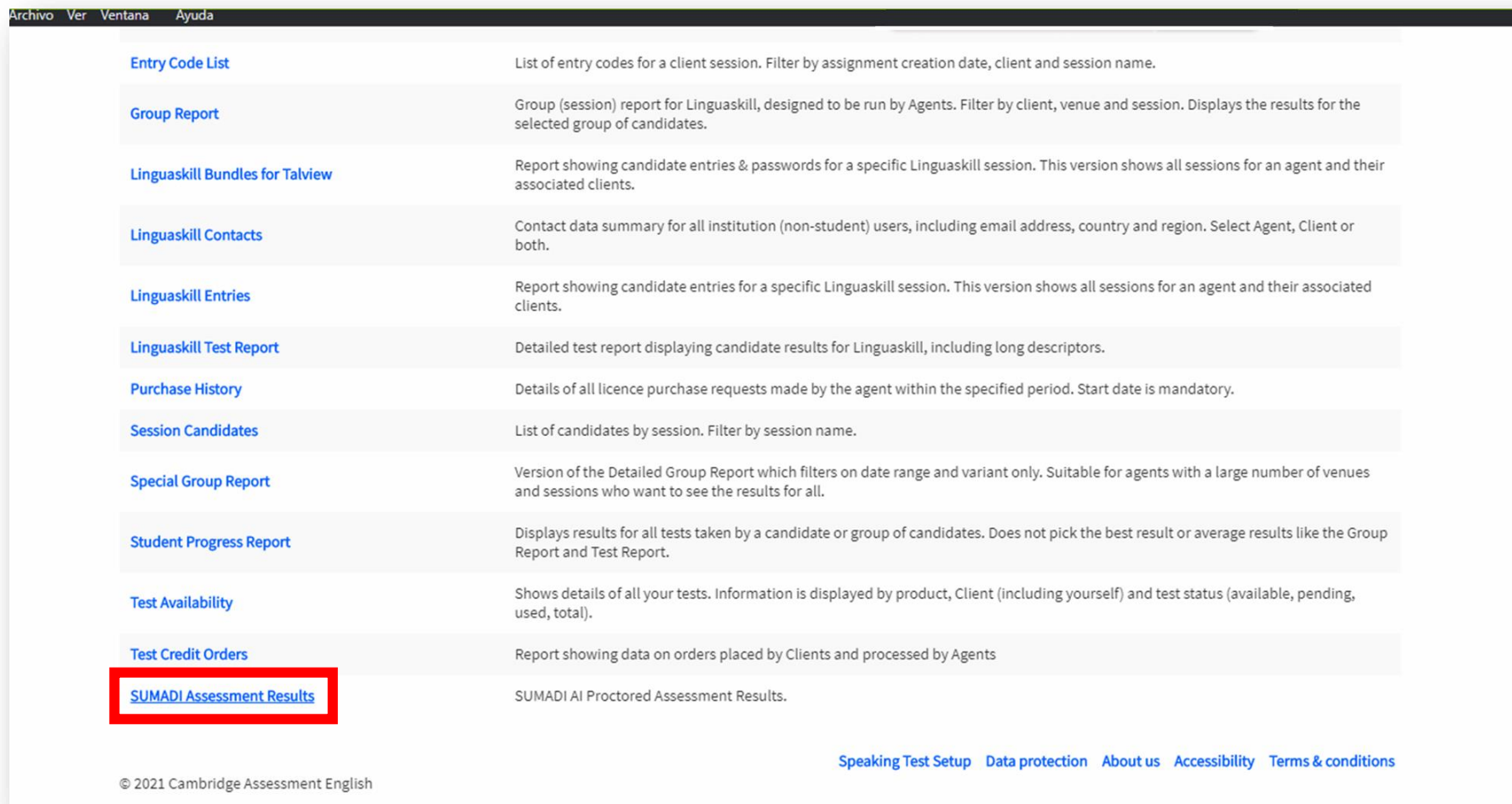
- 5 Once you log in to the institution's account, go to the “**Reports**” section and click on the “**Results & Reports**” option.



The screenshot displays the Cambridge Assessment website interface. At the top left is the Cambridge Assessment logo. To its right is an announcement banner: "ANNOUNCEMENT - system maintenance is scheduled for Tuesday 25 January between 09:00 and 14:00 (UK time) please click here for further details." Below the banner is a navigation menu 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, there is a user profile section for "Mr Sumadi Sumadi" with a "CONTACT INFO" link and a placeholder for a profile picture.

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A list of options will be displayed, and you must select “**SUMADI Assessment Results**” to enter the reports.



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.

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