



'October 2010 NKE—*Last Minute Tips*' Questions and Answers from the webinar

September 26, 2010

Please be advised that HRP A does not alter the format in which questions were submitted.

1. *Would like to confirm that York Chapter Location is York University.*

It is not a matter of chapter, if you have been assigned to the YORK test centre, you should go to the following location:

York University
Stedman Lecture Hall
Lecture Hall D
4700 Keele St.
Toronto, Ontario
M3J 1P3

The Exam Central page in the Office of the Registrar section of the HRP A website also gives a link to the campus map and directions to the closest parking lot.

2. *Can we use a dictionary during the exam?*

No.

3. *I have not yet received my authorization to write letter but on the HRP A website, it lists me as enrolled under educational status. How do I request my authorization letter?*

Send an email to Kelly Morris kmorris@hrpa.ca.

4. *Would there be needs for a calculator?*

No.

5. *Do we have to get 70/150 questions correct or it is 70%?*

Your score will be the percentage of correct answers rounded to the closest integer. The exams may be scored out of 150; or possibly less if some items are discarded as a result of the post-exam review. The cut-score may be 70% but it could also be something else. In May 2010, the cut-score was 67%. The cut-score is also rounded to the closest percentage. If your score is equal or greater than the cut-score, you pass the exam.

6. *My marks are in, but I'm still showing as NKE not enrolled, and I have still not received authorization to write - are letters still being sent.*
Send an email to Kelly Morris kmorris@hrpa.ca.
7. *Can I bring water or coffee into the exam?*
Yes.
8. *I have never used a Scantron, will directions be given?*
It is pretty straightforward. There are also instructions on the Scantron sheet itself.
9. *How are the exams created? Are the exams always the same year-to-year to ensure consistency? The reason for this question is because of the % of individuals who did not pass in May 2010 – people are thinking that the exam is becoming harder due to the new degree requirement.*
The *HRPA Certification Handbook* gives an explanation as to how the exams are created. The exams are developed to the same specifications from one form to the next—the questions are different but the content is the same. There is no intention to make the exam easier or more difficult as a result of the implementation of the degree requirement. Indeed, the idea is for the cut-score on the NKE to represent a consistent level of proficiency from one form of the exam to the next. Although each form of the NKE is developed to the same specifications, it will be the case that one form of the exam might a bit harder or a bit easier than another form. We are referring to small differences here. With the use of Angoff panels to set the cut-score, we are more confident than ever that the level of proficiency required to pass the NKE is consistent from one administration to the next. Should a given set of questions be a bit more difficult, the cut score would be a bit lower; should a given set of questions be a bit easier, the cut score would be a bit higher.
10. *When will the recorded version be posted?*
Within a day or two.
11. *Should I have received a copy of the authorization to write letter in the mail or only in email format?*
Only by email.
12. *What is bubbling?*
'Bubbling in' refers to darkening the appropriate circle on the Scantron® sheet.
13. *When will this webinar be available on the HRPAsite?*
Within a day or two.
14. *I cannot find the demographic questionnaire on the website?*
The link is posted on the Office of the Registrar web page.
15. *Are there questions involving mathematical calculations?*

Possibly, but only simple math, nothing that would require a calculator.

16. *IS THERE STILL ANOTHER EXAM TO TAKE?*

No. The last administration of the NPPA in Ontario was in May 2010. Individuals must meet the HRPAs' experience requirement. For more information on the experience requirement and the validation of experience application process, please see the Office of the Registrar section of the HRPAs website.

17. *Can you be more specific about the comparison with the content from may 2010 and oct 2010 exams? I did not pass may 2010 with hr wrx and i would like to know what to do differently.*

The 'specifications' for the NKE have not changed since May 2010. Although the questions will be different, the exam will have the same content.

18. *How many questions are on the exam?*

150.

19. *Does the pre exam questionnaire affect the exam writer in anyway?*

No.

20. *Is it too late to purchase HR Works? Would it be still worthwhile to purchase?*

No. You can purchase HRwrx until the very last moment. I would think that if you had a few days to devote to it HRwrx would be worthwhile especially in regards to the practice exams.

21. *Is the Glossary in HR Press equal to the one in HRWorks?*

I have not seen the glossary in the HR Press product.

22. *IS THERE ANY ALLOWANCE FOR TIME EXTENSION TO THE 3 HOUR EXAM*

No. The time allowed for the exam is three hours.

23. *I may have missed this as I was late coming into the webinar, can we bring in a calculator?*

No calculator.

24. *If the seating in the exam room is not appropriate (e.g. lap tables do not extend) are you able to request an alternative seating arrangements?*

All of the rooms that have been booked for the exam meet the standards established for such things.

25. *I haven't received the authorization letter yet. Is this ok , or I need to contact the registrar office?*

Email is a wonderful thing, but it is not perfect. You should contact kmorris@hrpa.ca

26. *Will we be allowed to use the washrooms?*

Yes. There are conditions on using the restrooms – speak to the proctor at the time.

27. *Any extra sheet will be provided to the exam writer?*
No, but you may write on the exam booklet itself.
28. *Does the passing grade apply overall or do we have to get a 70 percent grade on all the subject areas?*
The cut-score is applied to the overall score, but it won't necessarily be 70%. Since May 2010, CCHRA has been using a floating cut-score, which means that the cut-score is set for each form of the test. In May 2010, the cut-score was 67%.
29. *If the cut score is now floating will it be necessary to get a grade higher than 70%.*
It is possible, but it could also be lower than 70%. Whatever the cut-score turns out to be it will represent the same level of proficiency as previous cut-scores.
30. *Can I change my location?*
Maybe, but it is getting late in the game. Some locations are fully booked, so it may not be possible. Get in touch with Kelly Morris at kmorris@hrpa.ca; but don't make any assumptions, unless it is confirmed that a change has been made, go to the exam location that was assigned to you.
31. *Re Degree: what if you have validation of experience and do not pass this sitting - will there be any other way to obtain NKE?*
No, every candidate for the CHRP without exception must pass the NKE.
32. *Are the test questions similar to M/C questions at the back of the study guide? Is this a good reference point for how the questions will be worded?*
I cannot speak to the *Canadian HR Press Study Guide*. There are sample questions on the CCHRA web site. There are also 600 questions in the HRwrx product. These questions were developed to the same specifications as the NKE.
33. *Can you give any details on the style or type of questioning on the exam?*
Again, have a look at the sample questions on the CCHRA web site.
34. *Are there recommended websites to help practice multiple choice (I have a hard time with multiple choice in general)*
The only web site that I know with sample NKE items is the CCHRA web site.
35. *Are dictionaries available?*
Dictionaries are not permitted.
36. *A candidate needs to get 70% min to pass the NKE is this 70% or in each area of HR?*
The cut-score is applied to the overall score. However, the cut score may not be 70%.

37. *When is the deadline to submit your experience to complete the CHRP requirements?*
You will need to file an application for the validation of within five years of passing the NKE.
38. *You can write the NKE without a degree correct? Just not get your full CHRP designation??*
That is right. There are two pre-requisites to qualify for the exam: (1) membership in HRPA and (2) completion of the coursework requirement. A degree is not a requirement to write the exam—it is a requirement for the designation. Once you pass the NKE, you have five years to meet the experience requirement and to show proof of a completed degree from a recognized educational institution.
39. *Can you tell me where to find the RPC's list again?*
Appendix C of the *HRPA Certification Handbook* gives the RPCs relevant to the NKE. The HRPA Certification Handbook can be downloaded from the Office of the Registrar page on the HRPA web site.
40. *Given the large number of exam writers how will that affect the numbers of people passing? re 2600 writers*
The pass rate depends on two things: (1) the difficulty of the exam, and (2) the quality of the exam-writers. Now the cut-score is set such that it represents the same level of difficulty from one administration to the next. This means that the only factor that will influence the pass rate on the exam will be the quality of the exam-writers.
41. *The May NKE exam was extremely difficult and did not cover materials prepared in the course materials. Will the October NKE be the same format?*
There are a few questions here. The May NKE was developed to the same 'specifications' as previous forms of the NKE. It was not designed to be more difficult or less difficult than previous versions of the NKE. Using an Angoff panel to set the cut-score means that the level of proficiency required to pass the exam is the same. The 'specifications' for the NKE are in reference to the RPCs not coursework. One of the requirements for the approval of courses is that they have an 80% overlap with a standard course outline based on the RPCs. This leaves a possible 20% gap. The October NKE was developed to the same specifications as the May NKE. It will have the same format.
42. *Can the cut score be set at higher than 70%?*
Yes, it can, but it can also be set lower.
43. *Should we expect situation type questions to be the main make up of the exam?*
Depends what you mean by 'situation type question.' If you mean 'situational judgment' type questions like those that were found on the NPPA, the answer is 'no.'
44. *I have not received the email with the pre exam questionnaire? Where on the office of the register page is it?*

You should be able to find a link to the questionnaire on the Office of the Registrar main page.

45. *Can cut scores be higher than 70%?*

Yes, they can, but they can also be set lower.

46. *What is potentially the highest cut score?*

The variations in the cut-score are there to take into account the differences in exam difficulty that may arise.

47. *I can't find where the locations are on the HRP A site?*

From the HRP A main page, click on Office of the Registrar on the left hand navigation bar, this will reveal a second level of navigation, click on Exam Central. On the Exam Central page, on the right there is a 'I want to' box, click on 'Print NKE October 2010 Location Details.' The locations are in alphabetical order.

48. *Why do you change the difficulty of the exam? I don't understand the concept of changing the difficulty.*

The difficulty of the exam is not changed, it just happens. In developing the exams, the intent is to have exams of similar difficulty. We are not talking about big differences here; we are talking about the small differences that can happen even when the intent is to create exams of consistent difficulty. Even when exams are developed to the same specifications, there will be slight variability in the difficulty of the exam—some forms will be a bit harder and some will be a bit easier. That is where the Angoff panels come in. The Angoff panels are a way of ensuring that the cut-score represents the same level of proficiency from one form of the exam to the next. We are talking about fine-tuning here.

49. *Why is the cut score established after the exam?*

After the questions are written, they are reviewed by an Angoff panel. This happens before the exam is administered. Based on the results of this Angoff panel, it is possible to calculate a cut-score for the exam. This would be considered a provisional cut-score, however. The main purpose of the post-exam review is to identify possibly flawed questions based on the exam responses. Based on various psychometric data, it may be determined that some questions were flawed. These questions are discarded and the exams are re-scored excluding these questions. The cut-score is also re-calculated excluding these questions. This is the definitive or final cut score. The final cut-score will not vary much from the initial cut-score. There are a few points that are important to make: (1) the cut-score although finalized after the exam, it is based on information that was collected before the exam (i.e., Angoff panel ratings), and (2) the cut-score is not set based on the impact on the pass rate. Indeed, the cut-score is not adjusted to either increase or decrease the pass rate. The cut-score is set to represent a constant level of proficiency across forms (administrations) and is adjusted pursuant to the post-exam review only to take into account discarded questions. If no questions are discarded, the cut-score will remain unchanged pursuant to the post-exam review.

50. *I wrote the May 2010 exam, will this Oct 2010 exam be much different content?*
No, the October 2010 NKE was written to the same specifications as the May 2010 exam.
51. *How much higher and lower could the cut score go?*
A couple of points.
52. *Will the CCHRA advise re the cut-off score if it is changed?*
Yes, the cut-score will be published.
53. *Will my final grade be public for others to see?*
No, exam results are considered personal information.
54. *Is it a requirement to complete the pre-exam questionnaire?*
No, it is not compulsory, but it is very useful to the Association in making sure that the exam is unbiased.
55. *Is there a comprehensive glossaries list we can reference and study from? Thank you*
I do not know of a list of glossaries.
56. *Study guide doesn't cover project management in detail? Where can I go for more information on project management topic?*
What you are looking for is basic project management. There are many books on project management and any one of them would be just as good as any other. I would go to a public library and see what they have.
57. *Why would the course materials not be more closely aligned with the NKE RPC's? If project management is an RPC-shouldn't it have been covered in our courses?*
To be approved courses must have an 80% overlap with standard course outlines that are built upon the RPCs. That leaves a 20% gap. Some programs do cover project management, however.
58. *I'm pregnant and concerned I will have to go to the washroom half way through or toward the end, is there a washroom in the exam room that is acceptable to use?*
Yes, all exam locations have washrooms. Speak to the proctor in your room when you need to use the restroom.
59. *CAN YOU ERASE/CHANGE ANSWERS ON THE SCANTRON? DOES THIS CAUSE A PROBLEM*
You can erase answers but you must take care to do it completely.
60. *The HRwrx modules reference various text books. Shouldn't all of the text books have the same information? Is it ok to use the text books that were used in the HR Post Grad course?*

As you will have noticed, many textbooks reference the RPCs. On the other hand, textbook writers have their own ideas about what is important and what is less important. If your post-grad course was approved by HRPA, the textbook used in the course should be fine.

61. *THE PASSING GRADE WAS LOWERED, IS THIS TRUE?*

Not really. In May the cut-score was 67%. This is lower than the cut-score of 70% that was used until then. But this is not a fixed cut-score; it is not as if the cut-score will remain at 67%. The cut-score will vary depending on the relative difficulty of the exam.

62. *Are allowed to bring rulers to help with tracking exam questions with Scantron sheets?*

Yes.

63. *I bought the HRwrx study guide. I have been using the study guide as well as text books to study. There is so much information. What would you suggest is the best resource to use? (i.e. textbooks, exam modules, HRwrx tests, etc.)*

At this point in the game, with a week to go, I would focus on making sure that you have covered all topics in the RPCs relevant to the NKE.

64. *I registered under the late transcript policy and have received confirmation of my eligibility to write, I understand my authorization to write letter is to be received by the end of the day today, but what should I do if I do not receive it?*

If you don't get your authorization to write letter, you should give Kelly Morris a call.

65. *Are you allowed to bring in beverages (ie. water, coffee) into the exam room?*

Yes.

66. *Do we have to have that authorization to write letter w/ us that day??*

Yes.

67. *How early can we arrive for the 9 AM start time?*

The doors to the exam room typically open at 8:30 am – 8:45 am. You may want to arrive a bit earlier than that.

68. *Are calculators permitted?*

No.

69. *If you complete the exam early and are confident in your answers are you permitted to leave?*

Yes.

70. *If there is a change to my name, whom do I contact to ensure it is correct on my exam?*

Contact Kelly Morris at kmorris@hrpa.ca before the exam date.

71. *Is the OHIP identification card acceptable as an ID?*
Yes, if it is the new kind of card that has your picture and signature on it.
72. *If one scores just a bit under the cut score, say by 0.05 is that score considered a passing score.*
Scores are rounded to the closest percentage.
73. *Can you write it as many times as you want or is there a cut off?*
There is no cut off to the number of times someone can write the NKE; however, you must continue to qualify to write the exam by continuing to meet the coursework requirement. If you do not pass the NKE by December 31, 2010 (and October 2010 is the last offering in 2010), you will be required to meet the degree requirement in addition to all other certification requirements.
74. *Can I go on Sunday to check out the room?*
Many of the exam rooms are in various colleges and universities. Some of these buildings may be open on Sunday and others may not. It would make sense to check with the institution before you show up.
75. *Is there much difference in the 2009 and 2010 study guide?*
If you are referring to the Canadian HR Press Study Guide, this is a question you should ask of the publisher Canadian HR Press. HRPA does not produce this product.
76. *What is best method i.e. answer on the booklet first or do as you go along?*
I would suggest that you answer on the exam booklet first, with other notes as appropriate, and to bubble in your responses all at once at the end. Just make sure that you leave enough time at the end to do so.
77. *IS THERE ANY ALLOWANCE FOR TIME EXTENSION TO THE 3 HOUR EXAM?*
No.
78. *Can I get more information about the pre-exam questionnaire?*
The pre-exam questionnaire is posted on the HRPA web site. Should you need more information about the questionnaire, you can always drop me a line at cbalthazard@hrpa.ca.
79. *Why is the cut score determined after the exam?*
Actually, a provisional or preliminary cut-score is established even before the exam is even administered. The purpose of the post-exam review is to identify flawed questions. These flawed items are discarded. Discarding questions may impact the cut-score; that is why the cut-score is finalized only after the post-exam review.
80. *Gentleman mentioned something about articulation.*
Articulation agreements are agreements whereby students with diplomas can get advanced standing in degree programs.

81. *How many times can you write the NKE??*

There is no cut off to the number of times someone can write the NKE; however, you must continue to qualify to write the exam by continuing to meet the coursework requirement. If you do not pass the NKE by December 31, 2010 (and October 2010 is the last offering in 2010), you will be required to meet the degree requirement in addition to all other certification requirements.

82. *I didn't receive my authorization letter in the mail – but I have printed out my authorization letter that I received through email – is this still valid?*

The email is the authorization to write letter.

83. *Where are the RPCs?*

The RPCs can be found in a number of places; but not all RPCs are applicable to the NKE. Make sure that you work from the list of RPCs that apply to the NKE. This list can be found in an appendix to HRPAs Certification Handbook.

84. *Would the committee possibly review a low passing percentage due to the rush/last chance to take NKE before the requirement degree that may be the primary reason for lack of preparation for the exam?*

The cut-score on the NKE is set by the CCHRA Exam Board using the data from the Angoff panel. The cut-score on any given form of the NKE is intended to reflect a consistent level of proficiency. There really isn't any other way of setting the cut-score.

85. *Would we be able to book an appointment with someone to see the results of our exam to see which questions we got right or wrong?*

No, it is HRPAs policy not to allow exam-writers to see their exams. This is for reasons of test security.

86. *Regarding the multiple choice questions. Will there be "1" correct answer, or will we be asked which answer is most correct? e.g. A, B, and C are all correct, but A is the best choice?*

There will always be one correct answer.

87. *Where on the HRPAs website can I find the testing locations?*

From the HRPAs main page, click on Office of the Registrar on the left hand navigation bar, this will reveal a second level of navigation, click on Exam Central. On the Exam Central page, on the right there is a 'I want to' box, click on 'Print NKR October 2010 Location Details.' The locations are in alphabetical order.

88. *Do we hand in the exam booked let or take it with us afterwards?*

All exam materials **MUST** be returned in an envelope that is included with the exam package.

89. *Can the list of the participants who passed NKE in May 2010 be viewed anywhere?*

No, that would be a violation of HRPAs privacy policy.

90. *I'm not asking you to tell me the content of the exam, but I want to know how 2 different exams are compare to each other.*
Different forms of the NKE are developed using the same specifications. The content is 'different yet the same.'
91. *Has the exam been made more difficult due to the fact that there are so many writers (i.e. 2600)?*
No. It actually goes against applicable professional standards to adjust the cut-score to achieve targeted pass rates or number of successful candidates.
92. *Every time we have to renew the membership before writing the exam.*
The policy is that members pursuing certification must maintain continuous membership in the HRPA.
93. *How much time should one take to prepare or study for the exam? Weeks or months?*
That is a question that I cannot answer. We know of some members that walked in to the NKE having not studied at all and score in the 90's; other members have studied for months and have failed the exam on multiple occasions.
94. *If a candidate fails the October 2010 NKE and does not have a degree, is there an alternate route to achieving the CHRP designation?*
No, there is not.
95. *Will those Q&As be posted? if so, where would they be posted? Thanks!*
They will be posted on the webinar page of the Office of the Registrar section of the HRPA web site.
96. *What is the pass rate for second time writers compared to first time writers?*
About the same.
97. *When the results are made available, will we be made aware of the grade ie. percentage scored or will be only be aware if we pass versus fail?*
The mean score and the pass rate will be posted as well as the cut-score.
98. *If you answered a non performing question right is it still a point in favour if the question was deemed non performing?*
No, the question is discarded; it is thrown out completely. The percent correct score is recalculated without that item.
99. *Professional Practice consists of 24% of the NKE. What is Professional Practice most considered to entail in terms of course work?*
The Human Resource Management course is where most of professional practice will fall—but again, go by the RPCs, not what might have been covered in a given course.

100. *Now with the floating mark is it possible that the required passing mark would be above 70%?*
Yes.
101. *My email just says You have been assigned the York location, so just want to confirm that York location is York University*
Make sure you link to the HRPA website and locate and print off the exact location of your exam.
102. *I believe in our letters they said no food or drink allowed in the exam room...only pencils...*
We've relaxed that rule, but we expect exam-writers to be reasonable and considerate of others.
103. *May we have a scrap piece of paper to either jot notes, or use as a way of guiding through the questions?*
No. You may use a ruler to do that.
104. *Where do you find the Pre-Exam Questionnaires?*
The link is found on the Office of the Registrar web site.
105. *Will proctors be expected to examine items that could be a potential security risk? I.e.: watches & headphones both have high-risk nowadays.*
Proctors are empowered to either examine such items or request that these items be put away.
106. *I received an authorization email to write but it does not contain my membership number - is this a problem?*
It is not a problem.
107. *If I am writing on Monday at Mohawk, for instance, can I go in on Sunday to check the room?*
The idea is that you should check with these institutions to make sure that they are open.
108. *The HRwrx exam prep package says it is guaranteed to help us pass. Is this pass considered to be over 50% or the standard pass grade for the NKE(68-70%)?*
In the context of the NKE, a 'pass' is a score that is at or above the cut-score. The guarantee means that if you do not pass, you will be refunded your HRwrx fee.
109. *Will this Webinar be delivered by email?*
It will be posted on the webinar page in the Office of the Registrar section of the HRPA web site.
110. *There are 150 multiple choice questions on the NKE exam - no other types of questions - is this correct?*
That is correct.
111. *How far away will we be sitting from other exam takers?*
It depends on the specific location.

112. *My understanding is that the degree does not have to be in human resources. If this is true, what is the point of having a degree if it's not field related?*

The degree requirement is about generic skills not discipline-specific knowledge. The HRP A Certification Handbook gives the rationale for the degree requirement.

113. *Unrelated to the NKE itself, but to the CHRP, in the validation of experience, can you obtain experience working in IT on supporting, creating business processes for the HRIS, i.e. (conversion project of the upgrade of HRIS).*

Probably not—if you were in HR and had been seconded to the IT department for the purpose of seeing through an HRIS implementation, then maybe; but if you are an IT professional working on HR systems, that doesn't make you an HR professional. Again, it is important to note that this is a determination that is made by the Certification Committee.

114. *Is there a penalty for incorrect answers?*

No.

115. *I wrote a few challenge exams and was successful with those, can I expect similar questions/difficulty level from the NKE?*

Yes.

116. *Does the Authorization to write letter come electronically or by post?*

Electronically.

117. *Where do we find a list of RPC's that are relevant for the NKE?*

They are included as Appendix C of the *HRPA Certification Handbook*.

118. *I understand the NPPA is not offered in Ontario and Quebec. What is the next step to becoming CHRP versus CHRP candidate after passing the NKE exam?*

The validation of experience. See the Office of the Registrar section of the HRP A website for more information.

119. *If the cut score is 67% let's say, do we need to get at least 67% in all 7 sections or just overall? (for example health and safety is weighted 8.3% for the test but what if we do well on staffing, compensation, etc. but scored a 58% on our health and safety questions?) Do we need at least 67% (or whatever the cut score is) per module, or as an overall score?*

Overall. The weighing is accomplished by the number of questions.

120. *Are scantron sheets double checked by people to verify scores are marked correctly?*

Yes. The Scantron reader picks up on questions with no responses or double responses. Scantron sheets with these kinds of problems are double checked.

121. *It appears that the material purchased for study through the CCHRA is different than the HRwrx, how can I get around the differences in the two prep courses.*

Not sure what 'get around' means. The CCHRA/Captus Press product and the HRP/HRwrx product are two separate products. Of course, you could purchase both and use both.

122. *Will we have to solve accounting/finance formulas on the test?*

No.

123. *What is the average number of times people write the NKE (before passing)? I'm asking this question because I didn't pass the exam in May/10, therefore I don't want to pay the fee to submit my experience until I know I have a passing grade on this exam.*

This is difficult to answer. For one, among those who have not yet passed the NKE, we can't tell who has just not got around writing the exam again and who has given up. I would suggest waiting to apply for your validation of experience until you pass the NKE.

124. *I have read that only 45% or something like that, passed last year - why do so many people fail was there an analysis done?*

The pass rate for Ontario for the May 2010 exam was 40%. Yes, non-degree exam-writers do not do as well as exam-writers with degrees; and yes, the proportion of non-degree exam-writers has increased dramatically over the last few administrations, but this does not provide a complete explanation. There is more to it than that. We see the following two factors as being more important:

First, May 2010 exam-writers appear to have been less well prepared than previous cohorts. For example, in Ontario, 450 individuals availed themselves of the late transcript policy. A quarter of the exam-writers, who wrote the NKE in May 2010, would not have been able to do so in previous years. This 'rush to write the exams' impacted both degree and non-degree applicants. Even individuals with degrees didn't seem to want to wait and were making use of the late transcript policy.

The second reason isn't as obvious because it is statistical. Because the cut-scores fall in the 'lump' of the distributions, small changes in the scores give rise to big changes in pass rates. When looked at as scores, the differences are not so large; it is just that these small differences have a big impact on pass rates.

125. *What was the highest score @ the May NKE?*

The highest NKE score was 97.

126. *Would the cut score be more than 70%?*

It could be.

127. *Are marks subtracted for a wrong answer?*

No.

128. *Why do you think there was only a 40% pass rate for the May NKE? Has anything been addressed to increase the pass result?*

129. *Will there be any accounting questions on the NKE?*

There could be.

130. *Are we allowed to mark up the question sheets?*

Yes.

131. *Is it possible that some of the sample exam questions on HRwrx is incorrect?*

They are checked and double checked. However, why don't you send us the question that you think has an incorrect answer and we will look into it.

132. *Are there any free notes to help with project management?*

I don't know of any.

133. *Can you print glossary in HRwrx?*

No, it cannot be printed out.

134. *I bought 2010 study guide from HR press... is this similar to HRwrx?*

I haven't seen the latest version of the Canadian HR Press Study Guide and therefore cannot comment on this.

135. *Am i allowed to bring water and or cough medicine to the exam?*

Yes.

136. *Do you still have a slide on the weightage for each part?*

The table below gives the approximate number of questions for each functional area.

Content Domain	Number of RPCs	Actual Test specifications	Approximate Number of Questions
Professional Practice	24	24.0%	36
Organizational Effectiveness	8	8.3%	12
Staffing	18	19.8%	30
Employee & Labour Relations	10	10.4%	16
Total Compensation	10	10.4%	16
Org. Learning & Training	18	18.8%	28
Occupational Health & Safety	8	8.3%	12
Total	96	100.0%	150

137. *Who sends out the notification that you can write the exam?*
The authorization to write letter is sent by the HRP Office of the Registrar.
138. *Why would all exams not be the same level of difficulty?*
The intention is to develop exams of consistent difficulty. See above responses to this question.
139. *Will there be questions that require solving problems that include charts or equations or similar*
Any calculations would be of the kinds you could be expected to do without a calculator. Data could be presented in tabular form.
140. *Will the number of people leaving the room during the exam to use the washroom be reduced?*
I am not sure how this could be accomplished.
141. *I heard that the questions had to be directly linked to the textbook content and this had not always been done previously. Is this true?*
No, NKE questions have to be linked to the RPCs not the textbooks. When the test developers review a potential NKE they make sure that each question can be linked to one or more of the RPCs. Then, test developers make sure that the number of items in each functional areas is according to the specifications.
142. *Does cut score mean the passing grade?*
Yes.
143. *Does the cut score mean that only a certain percent of candidates can pass the exam? and if so what is that percent?*
No. In fact it is the other way around, there is no quota or targeted pass rate.
144. *If you miss the floating cut-score by 1 point, can you make an appeal? Or is it final?*
To file an appeal, you must argue that there has been either (1) a denial of natural justice or (2) a deficiency in the decision. It really doesn't matter whether one misses the cut-score by one point or ten.
145. *If we do not have a degree and don't pass this exam - I have been told we have one more chance to write again in May - is this correct?*
That is not quite correct. If you don't have a degree and don't pass the exam, you can write the NKE in May 2011 or after. Having a degree is not a requirement to write the exam. If you don't have a degree and don't pass the exam by December 31, 2010, you will need a degree to get the designation. There will be no extensions to the degree exemption.
146. *Is practicing multiple questions a good focus for last minute preparation?*
It is not a bad idea, but the most important thing is to make sure that you don't have any gaps.

147. *Where do we find the RPC's relevant for KNE? Are they on the HRP website?*

They are in an appendix to the HRP Certification Handbook.

148. *It is my understand that you need a 70% to pass, however, does the Cut Score mean the pass mark could change? If yes, could the required pass be higher than 70%.*

The cut-score is the pass-mark. The cut-score used to be fixed at 70%. In October 2009, CCHRA introduced the use of Angoff panels to establish the cut-score. In May 2010, CCHRA switched from adjusting scores to adjusting cut-scores. The cut-score can vary from one form of the exam to another. It is possible that the cut-score could be higher than 70%, but it could also be below 70%.

149. *Are the questions on the NKE similar to HRwrx?*

Yes.

150. *Mostly definitions, terms?*

The NKE is not 'mostly' anything—it is a mix of things. All the questions are four-option multiple choice questions; but beyond that, there is a variety of kinds of questions.

151. *Should we expect more information-based questions or trivia-based questions- trivia such at xxx,000 of accidents occurred in which year?*

That is a hard question to answer—one person's 'trivia' is another's 'fact you should know.'

152. *With the amount of exam writers at the exam location, how are the exams distributed to each person - since they are personalized?*

There are more exam-writers, but there are also more rooms and proctors. As you arrive at the exam room, you are to put your bags and such at the front of the room (or rear, or side as the case may be), the exams are in sealed envelopes in a box, you go to the desk you show your photo ID and you sign the sign-in sheet, you are given your exam (it will have your first name, last name, and HRP ID number on it), and finally, you go to your seat and wait for the proctor to give the signal that you can open your exam.

153. *If you have a diploma, will this be the one and only chance to write the exam without a degree? Or will people that took the October 2010 exam have a chance to re-write at a discounted rate?*

It is not the 'one and only chance to write the NKE,' it is the last opportunity to qualify for the exemption to the degree requirement. Members without degrees will also still be able to write the NKE after January 2011, however proof of a degree if required, in addition to the successful completion of all requirements before achieving the designation. The degree is a requirement for the designation, not to write the exam. No, there is no discount for individuals who have previously attempted the NKE.

154. *Can you please recap the first part of the presentation as I logged in late as I was held up in a mtg?*

As this webinar is being recorded, probably the best thing for you to do would be to go back to the on-demand

155. *I received my letter to write via email and not by mail, is this sufficient for the exam?*

Yes. However, you must also bring valid photo ID with you.

156. *Are you going to make the power point available after this session?*

Yes, they will be posted on our web site.

157. *How many hours would you say are required for study times?*

One of the questions on the demographic questionnaire was “How many hours on average did you spend studying for this exam session?” Scores on the exam increased up to the 31-40 hours category but levelled off after that. These are aggregate results, however, and may not reflect what would be best for you. How far in advance of the exam exam-writers began studying did not show any statistically significant differences.

158. *I didn't receive my authorization letter in the mail – but I have printed out my authorization letter that I received through email – is this still valid?*

Yes.

159. *What about if someone needs to go to the bathroom!...are we allowed?*

Yes. Speak to the room proctor at the time.

160. *If were not allowed a calculator, does that mean that there aren't any mathematical questions on the exam?*

Nothing that you would need a calculator for.

161. *In relation to the last exam results, (45% pass rate) what do you expect the pass rate to be?*

I don't think it would be appropriate for me to speculate, but I can tell you that the October 2010 exam will not be easier or harder to pass than the May 2010 exam. I can tell you that because of the way the exam is constructed and the cut-score is set.

162. *I am writing on Oct 4 at the HRPAs office but I have not received an authorization letter, this is a rewrite for me.*

Email Kelly Morris at kmorris@hrpa.ca to make sure that you are authorized to write the exam.

163. *How many chances do we have to write the NKE exam?*

There is no limit *per se*, but you must continue to qualify for the exam.

164. *Do we need to bring only authorize letter or we need to bring the member id letter issued by HRPAs after becoming the member?*

You need to bring the following ID:

1. Unexpired government-issued photo ID with signature
2. Name on ID must match name on the exam registration list

165. *Did they send the authorisation letter my email or mail. I received only an email. Is that ok ?*

By email. Your emailed authorization to write letter is it.

166. *What deturmines the cut score? is there are a certain percentage of people writing that need to pass? or could there potentially only have a few people passing? Also what is the sucess rate of past exams?*

The cut-score is set using what is known as the Angoff method. A bit too long to explain here, but there is an explanation in the *HRPA Certification Handbook*. We also went through it in the webinar entitled "How the national exams are developed and scored?" This webinar is available from the Office of the Registrar web site. The NKE is a criterion-referenced instrument; quotas or target pass rates are not appropriate.

167. *Do we need to bring our HRPA member card?*

No. You must bring a copy of your authorization to write email and valid photo identification.

168. *How many definitions from the glossary are on the exam? What percentage of questions are simply definitions?*

I cannot answer that question.

169. *Can any more information be provided regarding the types of questions? Are they scenarios i.e. what would you do if..?*

Not really. I can tell you that there are no scenario questions in the sense of 'situational judgment' questions as in the NPPA.

170. *Due to the very low 40% pass rate for the May exam. Has the exam been evaluated and changed due to this low number?*

There is no evidence to suggest that the May 2010 NKE exam was more difficult than previous NKEs were in the past. In fact, given the introduction of Angoff panels in October 2009, and the fact that an external psychometrician oversaw the scoring process, we are confident that the standards have been set appropriately. In tests used for certification, it is inappropriate to adjust the cut-score to achieve a more desirable pass rate.

171. *I noticed on the CHRP preparation course that there were questions regarding US policies, HR professionals, etc. I realize that you cannot answer questions regarding content, but do we need to study our American counterparts?*

There should be no American content on the exam.

172. *When writing the exam can I wear noise blocking headphones?*

Yes, but they cannot be connected to an I-Pod or anything else.

173. *If I'm not successful and don't have a degree should I remain a member of CHRP?*

That is a decision you have to make for yourself. However, non-CHRP members still make up the majority of HRPAs members. It is also the case that non-CHRP members are registered professionals and appear in the HRPAs public register.

174. Is there any consideration to "grandfathering" provisions? If one fails the Oct exam but has completed the course requirements, is there any consideration being given to allow them to write in 2011 without a degree?

No, there is no intention to extend the degree requirement deadline.

175. Why do some training centres for the HRM program give a certificate and some give out a diploma? What is 'the HRM program?' There are many HR programs out there at all levels. Some give certificates, some give diplomas, and some give degrees.

176. Previous years CCHRA study guide and sample questions would be helpful?

Yes, but don't go back too far. The specifications for the HKE were changed for the May 2008 exam, so don't go before that.