

Best Practices for Evaluators to Pass Assessment

1. Conduct a system check every time you use the FOCUS (formerly FFTPS)	<ul style="list-style-type: none">• Contact IT department if you fail system check• Wired internet connection better than wireless
2. Spend enough time training	<ul style="list-style-type: none">• 15- 20 hours of training• Train even if you have previous FFT knowledge<ul style="list-style-type: none">▪ The training content supports latest version of FFT and is aligned with the assessment▪ Training and practicing also gets you familiar with the software used during the assessment.▪ Many users who considered themselves FFT experts took the assessment without training failed on their first attempt.
3. Practice scoring early and often	<ul style="list-style-type: none">• Recommend 2+ hours of practice (e.g., score the entire set of practice videos 2-3 times)
4. Allocate enough time to take the tests	<ul style="list-style-type: none">• Each test will take ~3-4 hours. Make sure your schedule is clear and avoid interruptions
5. Study hard but be confident!	<ul style="list-style-type: none">• Thousands have passed.