

Cornwallis East Kent Freemasons Charity

PSA Test 2024

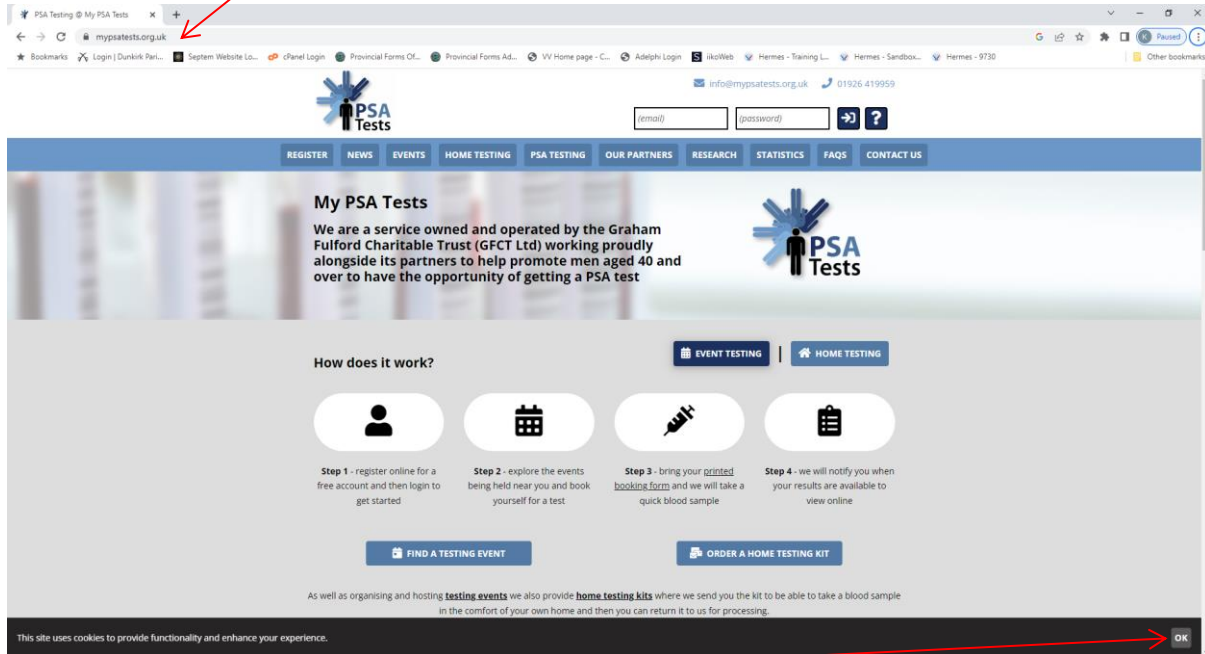
Registration and Booking an Appointment Guide

By Kevin Kemp
2/22/2023

Type the following address in to your browser bar;

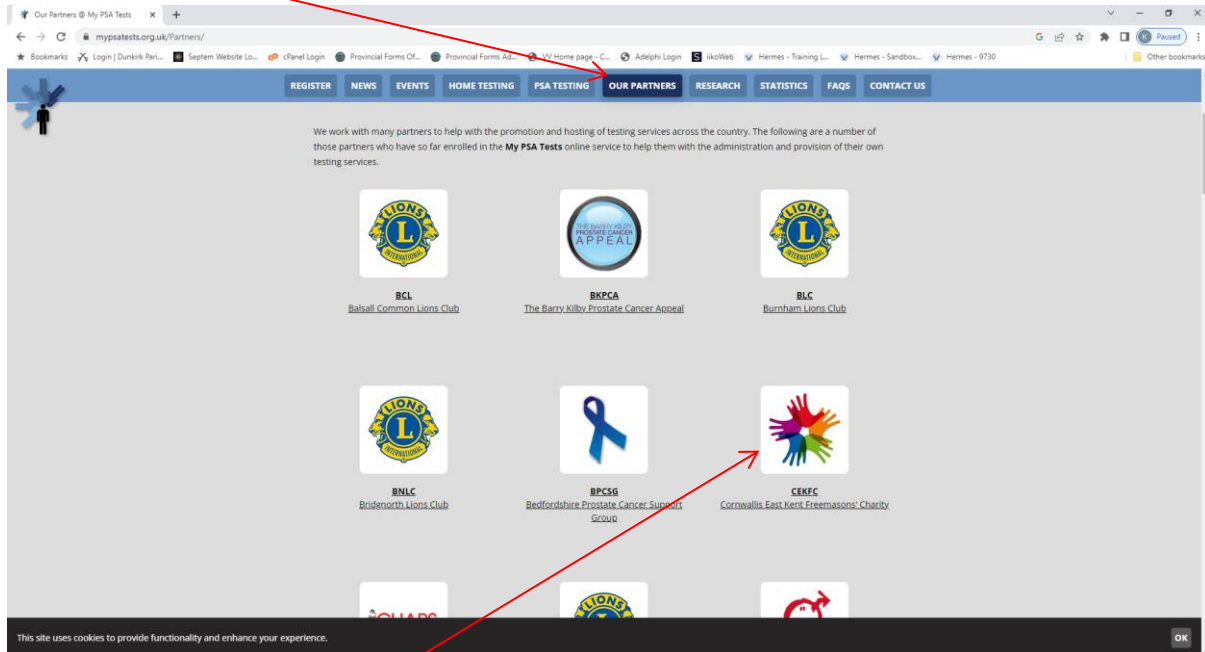
<https://www.mypsatestests.org.uk/>

Press the 'enter' key The screen below appears;



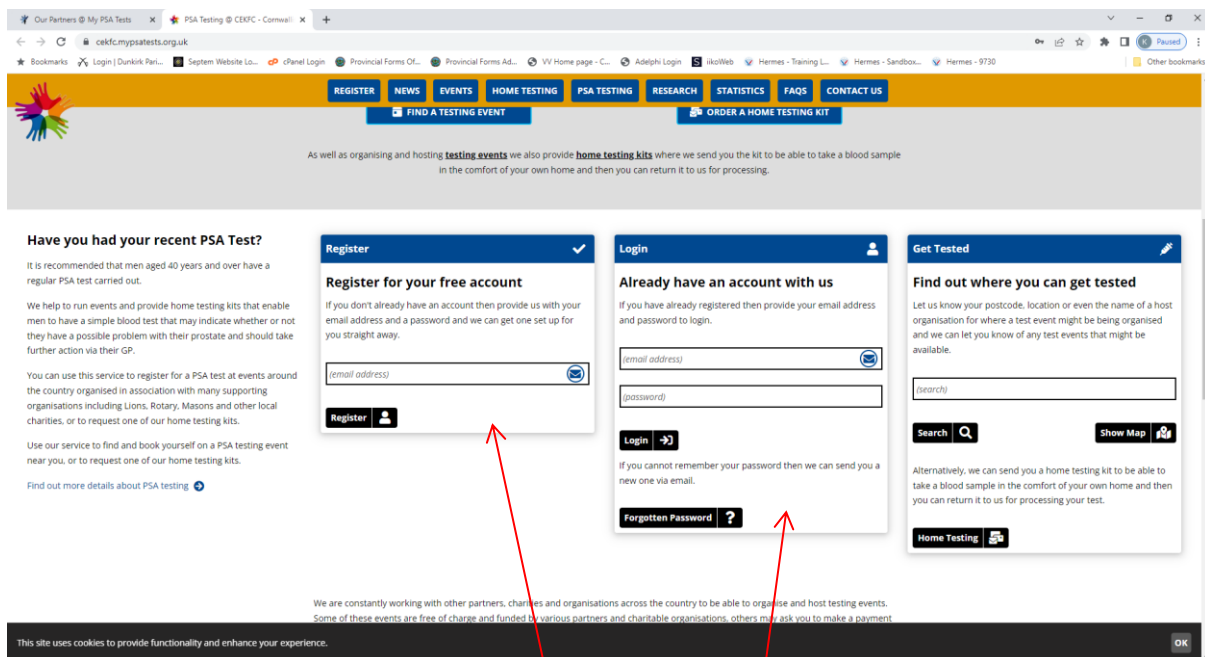
Click the 'OK' button to accept the cookies option

Click the 'Our Partners' button, the screen below appears



Scroll down and select the CEKFC Button

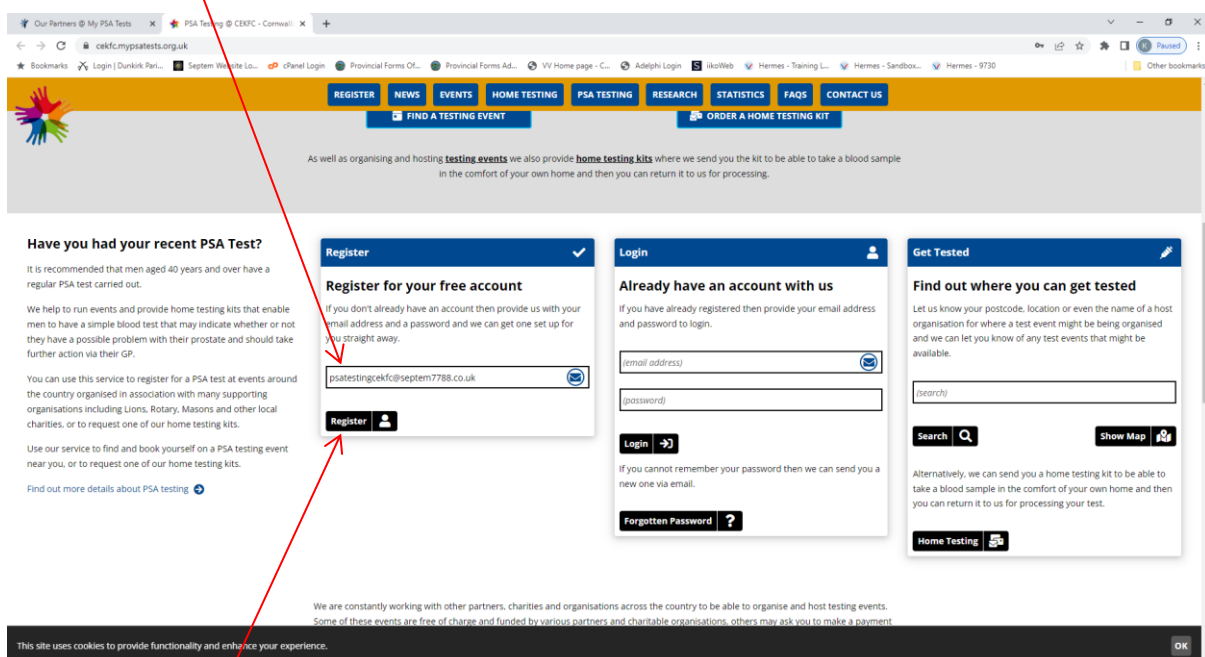
The screen below appears;



Scroll down and select either 'Register for a free account' or Login to an account you have previously created

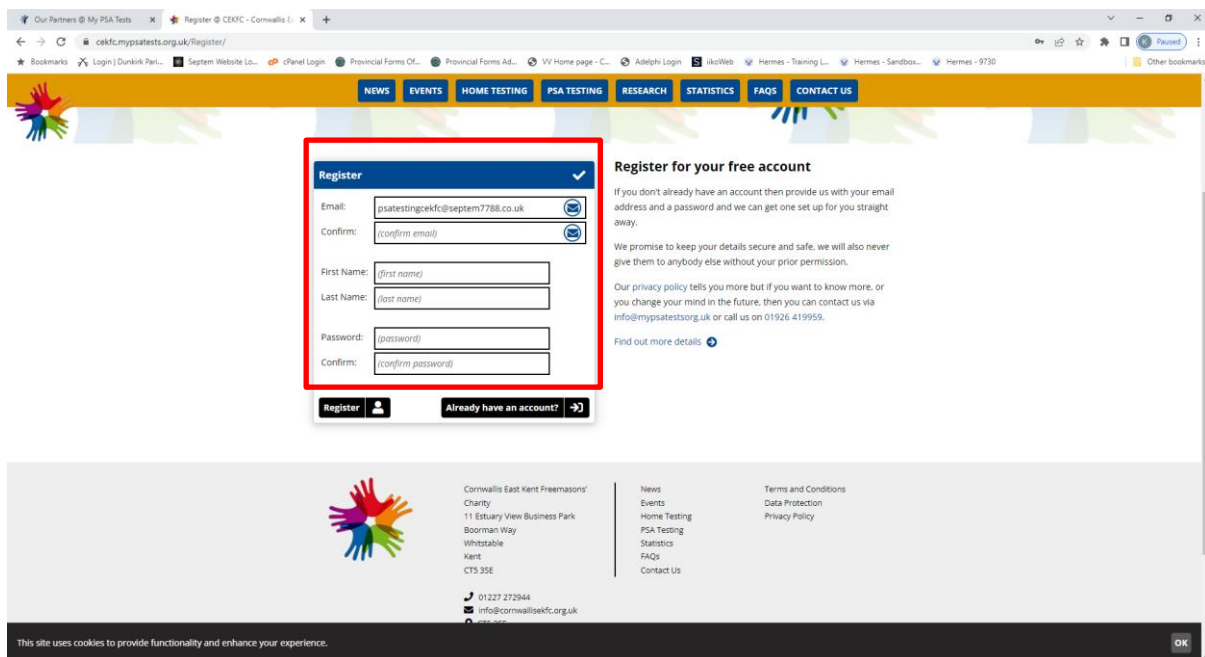
Registering for a Free Account

Type in your e-mail address



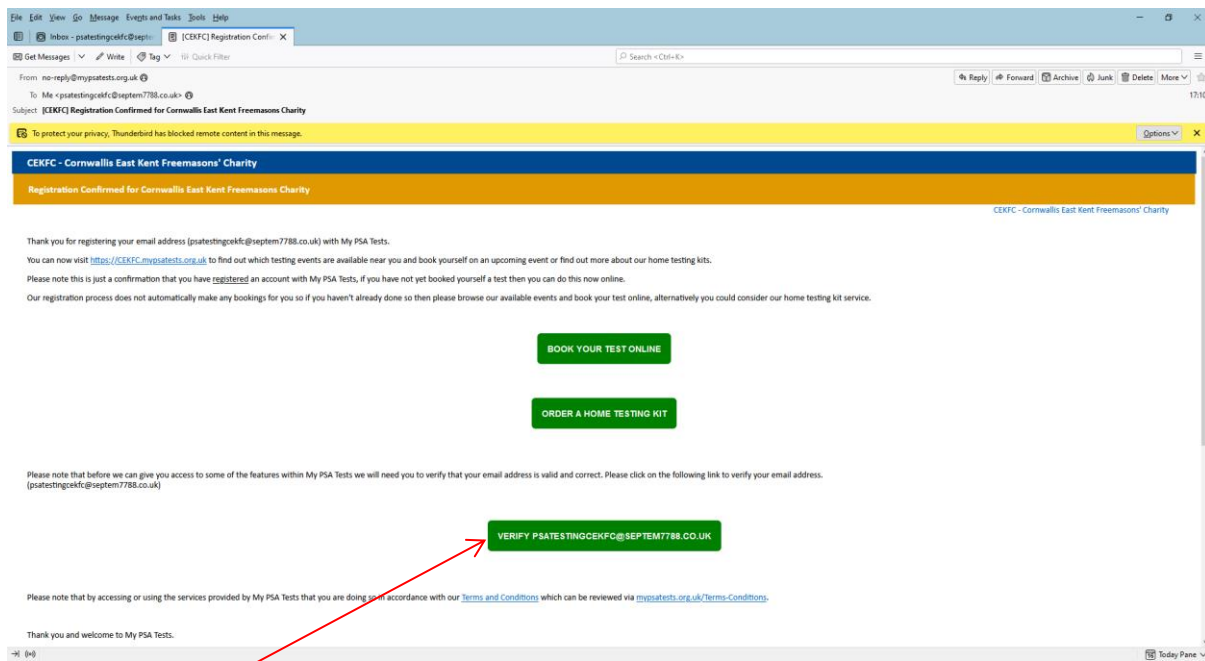
Click on the 'Register' button

The 'Register' details screen appears



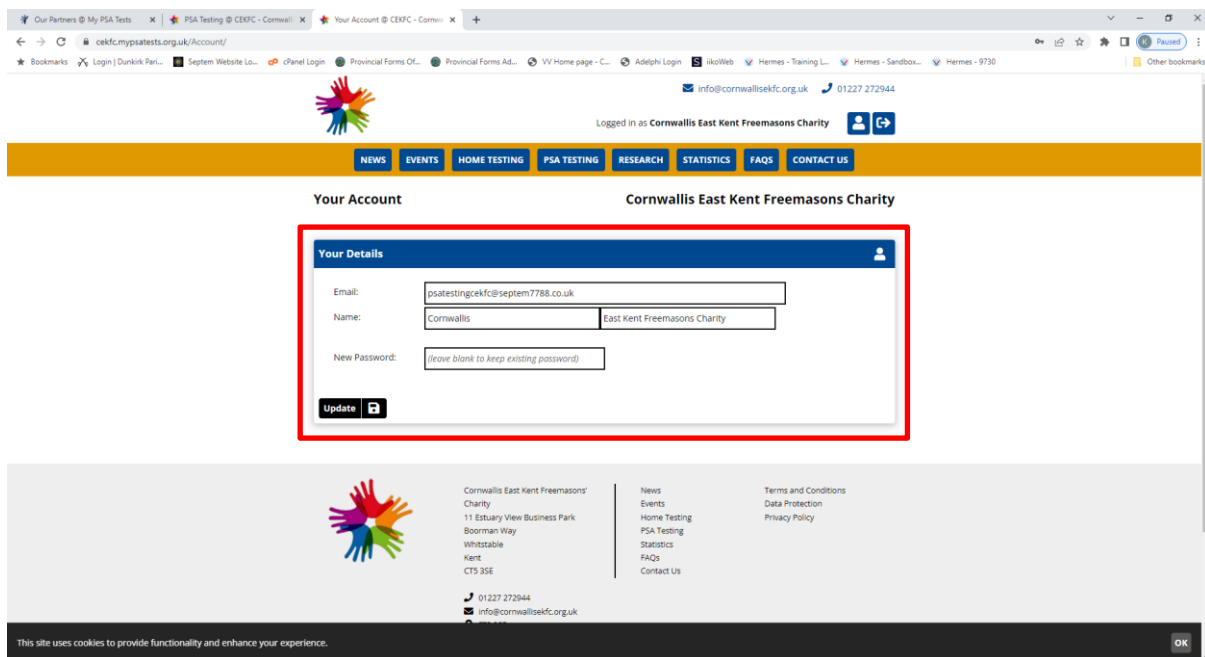
Complete the details as requested then select a password that you wish to use, confirm that password then, click on the 'Register' button

A Verification E-Mail is sent to your e-mail address as shown below; this appears in your inbox

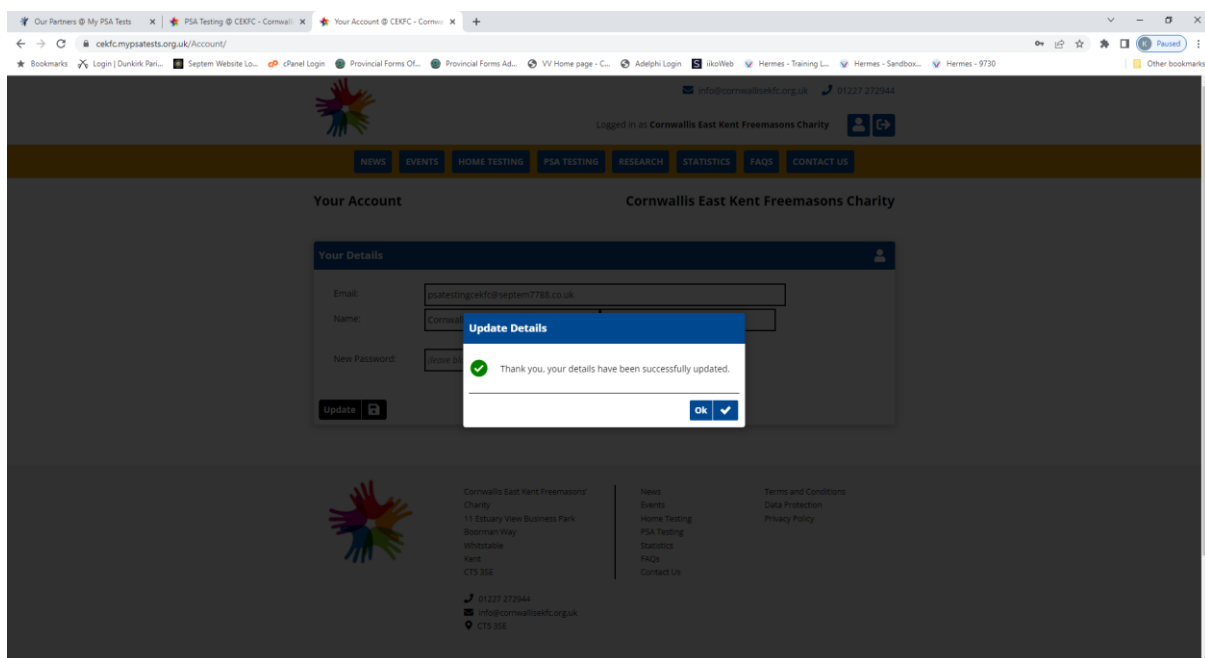


Click on the 'Verify' button

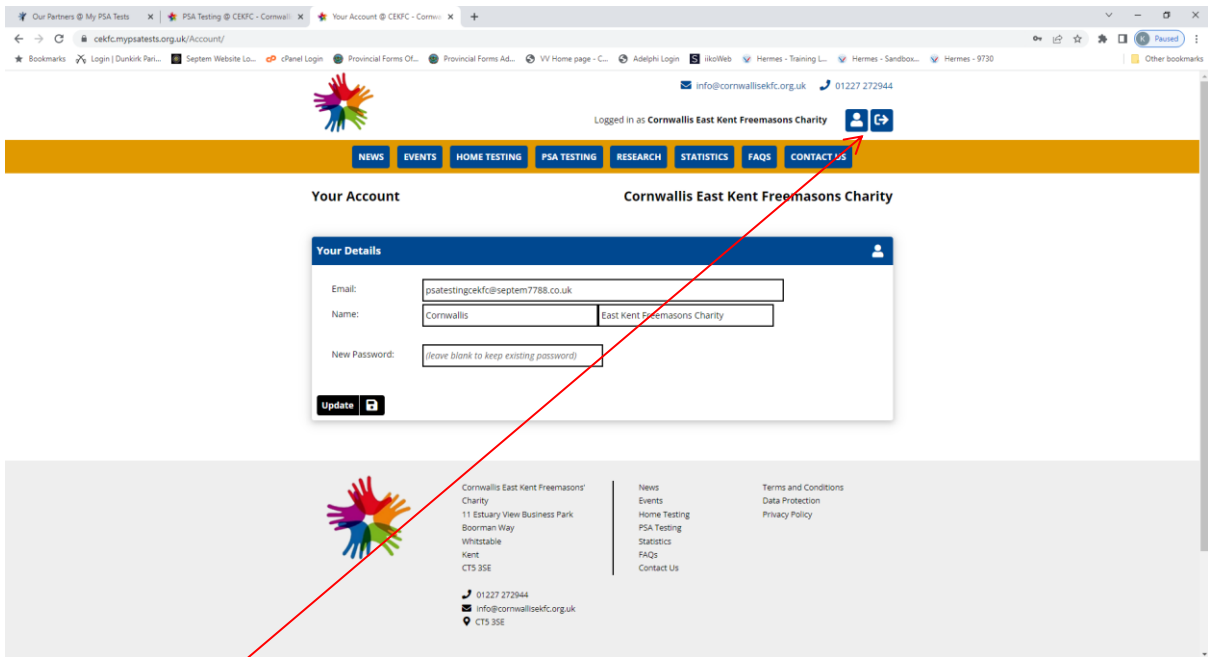
Your account will now have been verified



Once the account has been verified, the option to put in a new password for your account is available, change if you wish or, leave blank if you are happy with the password you have set. Click on the 'Update' button after choosing the option you want.

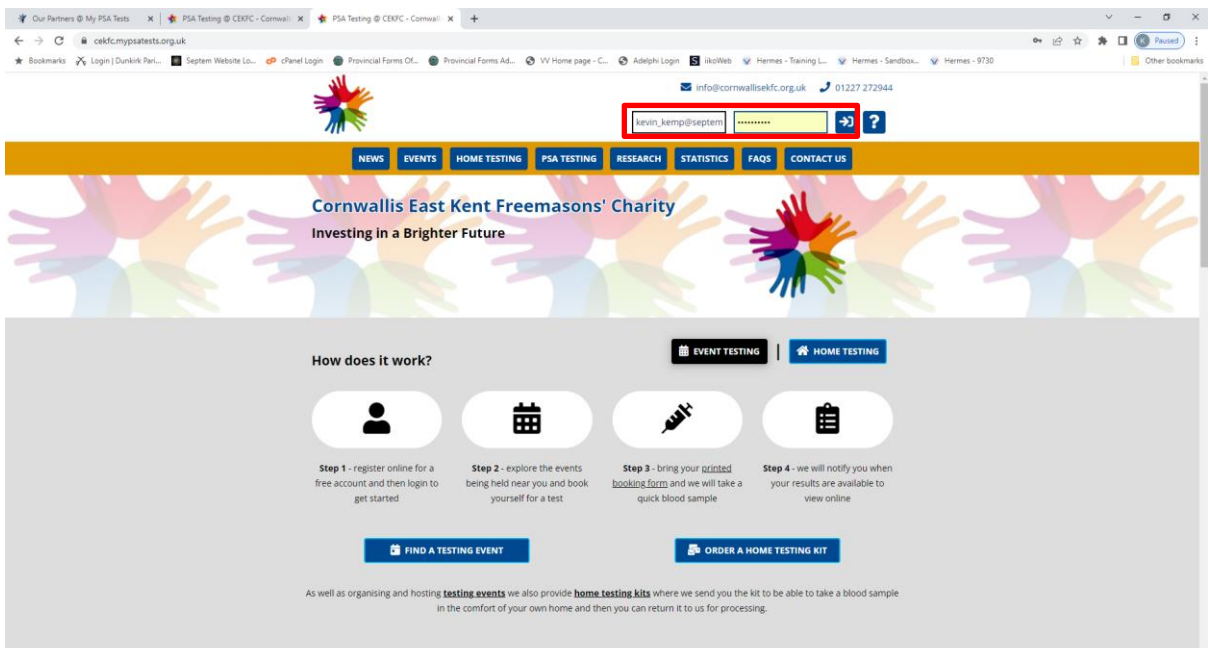


A Pop up Window appears; click the 'OK' button

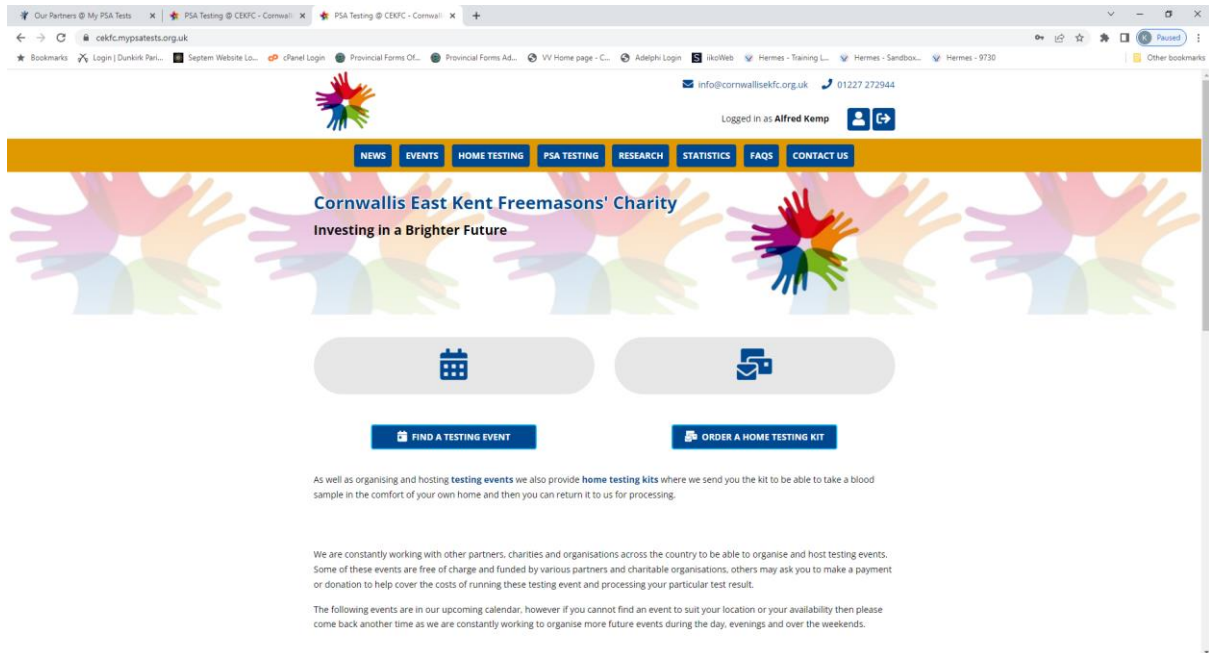


Click on the 'Logout' button

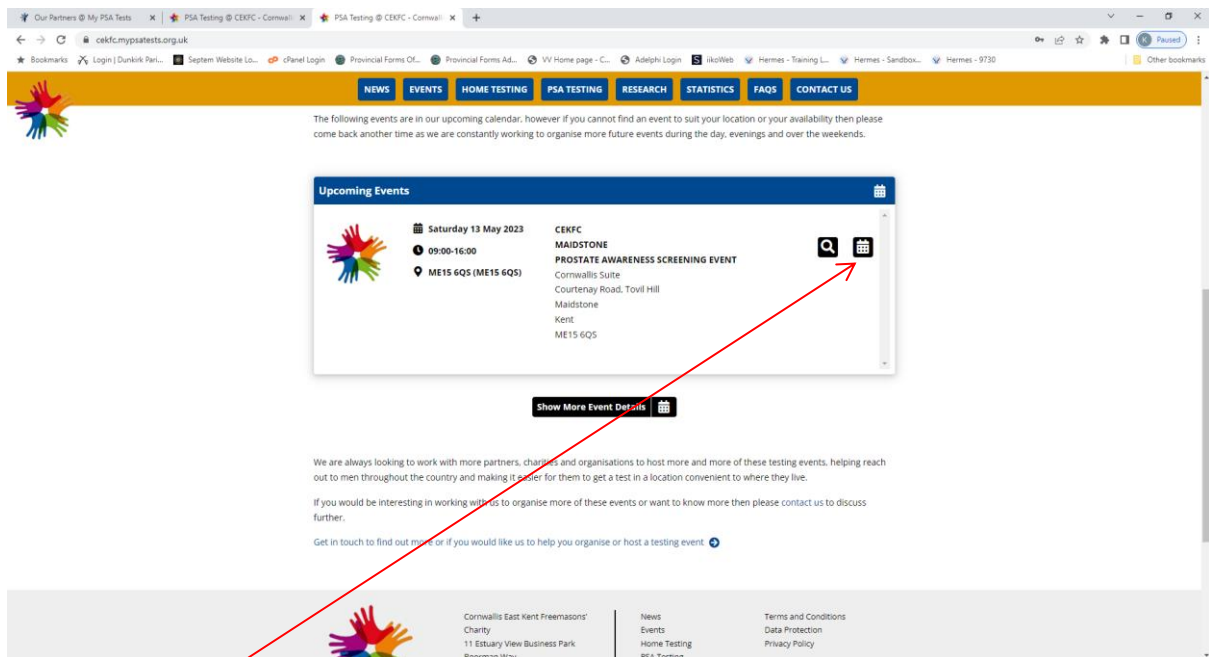
You will then need to Log Back in to the system to book your slot
 Input your e-mail address and password then click on the 'Login' button



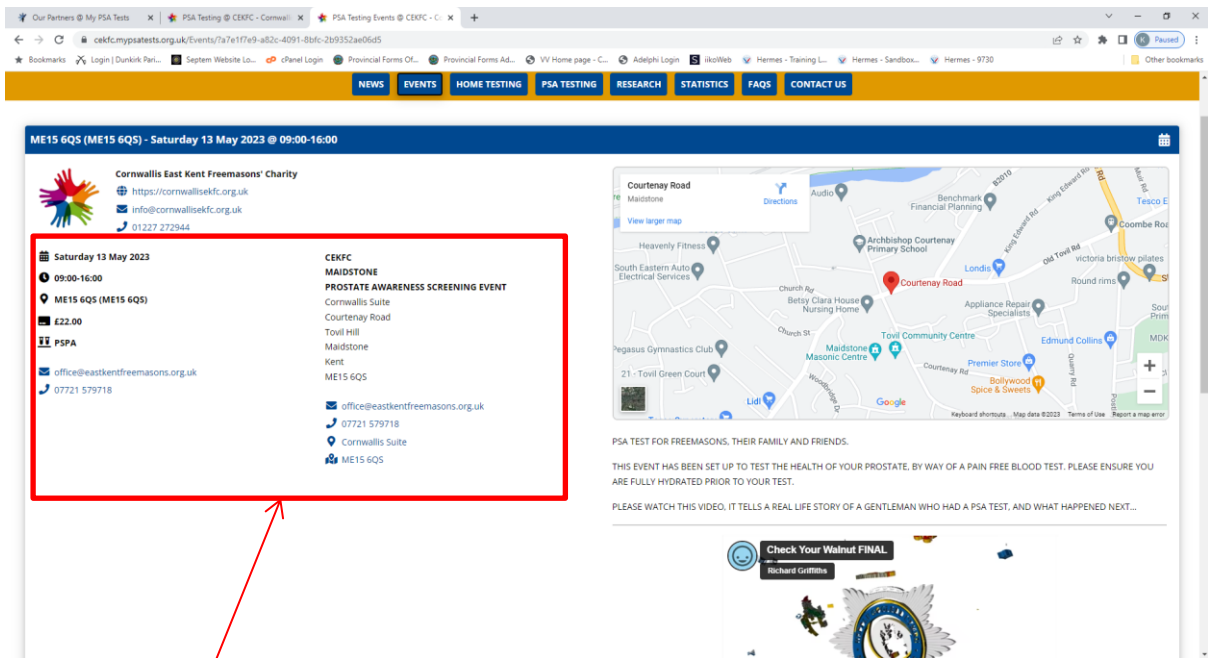
Once you have logged back in the screen below appears;



Scroll down to the Upcoming Events detail

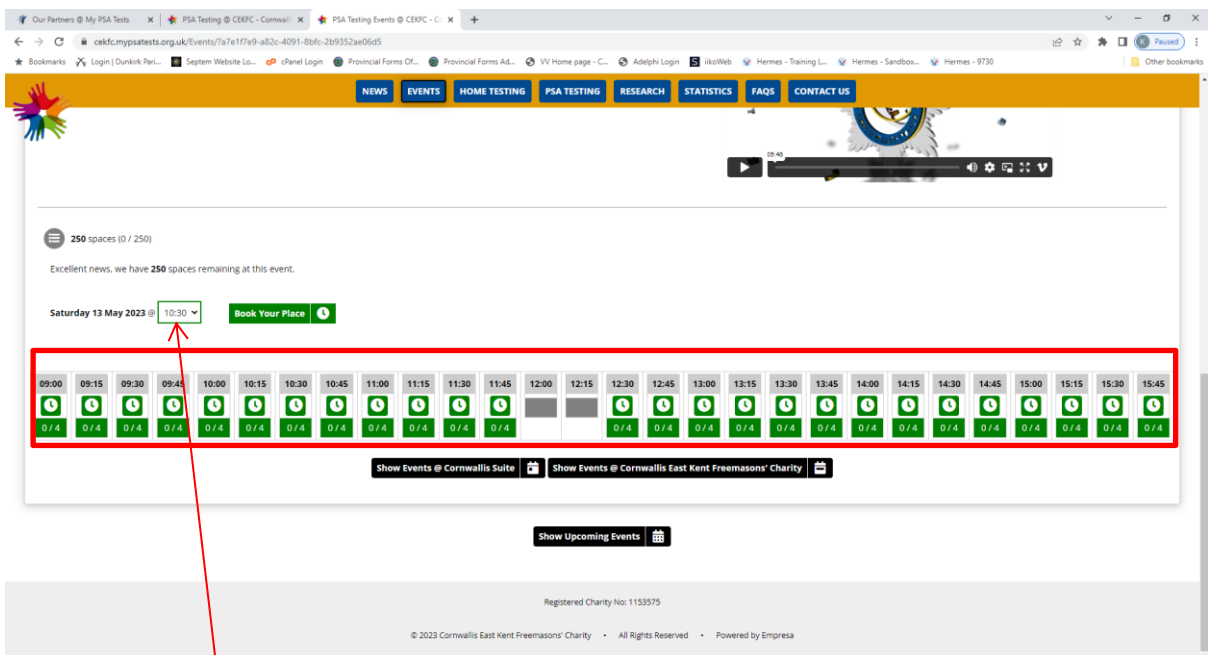


Click on the 'Diary' button

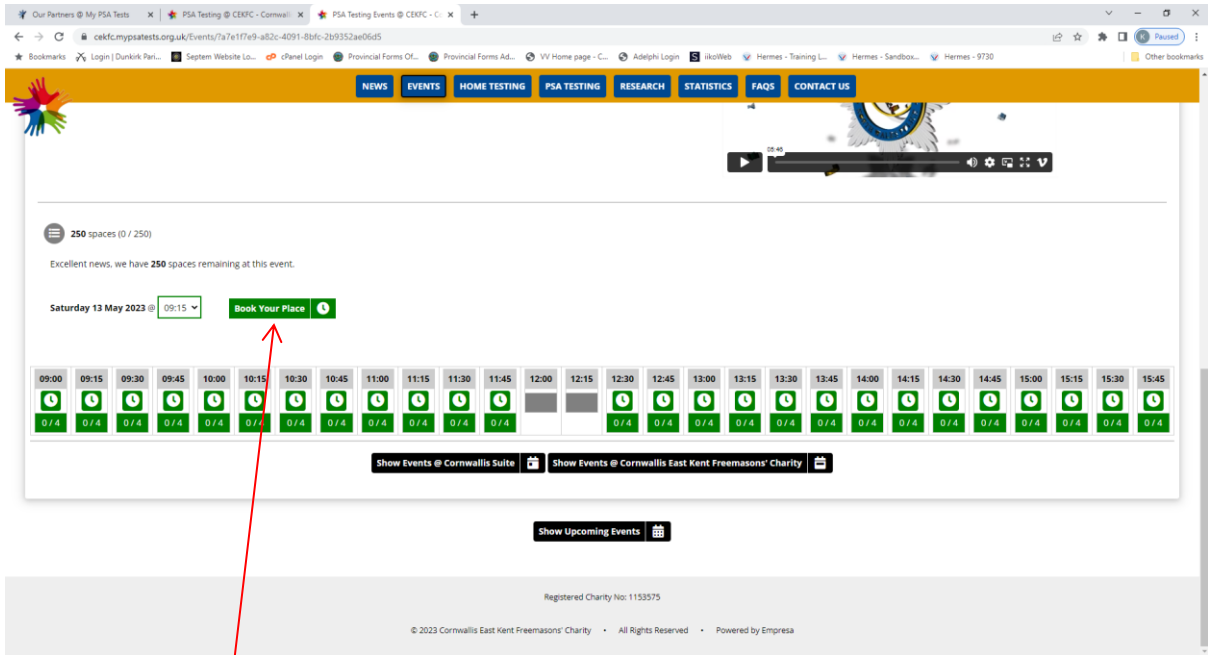


Details of the event can be seen,

Scroll down to the appointment times

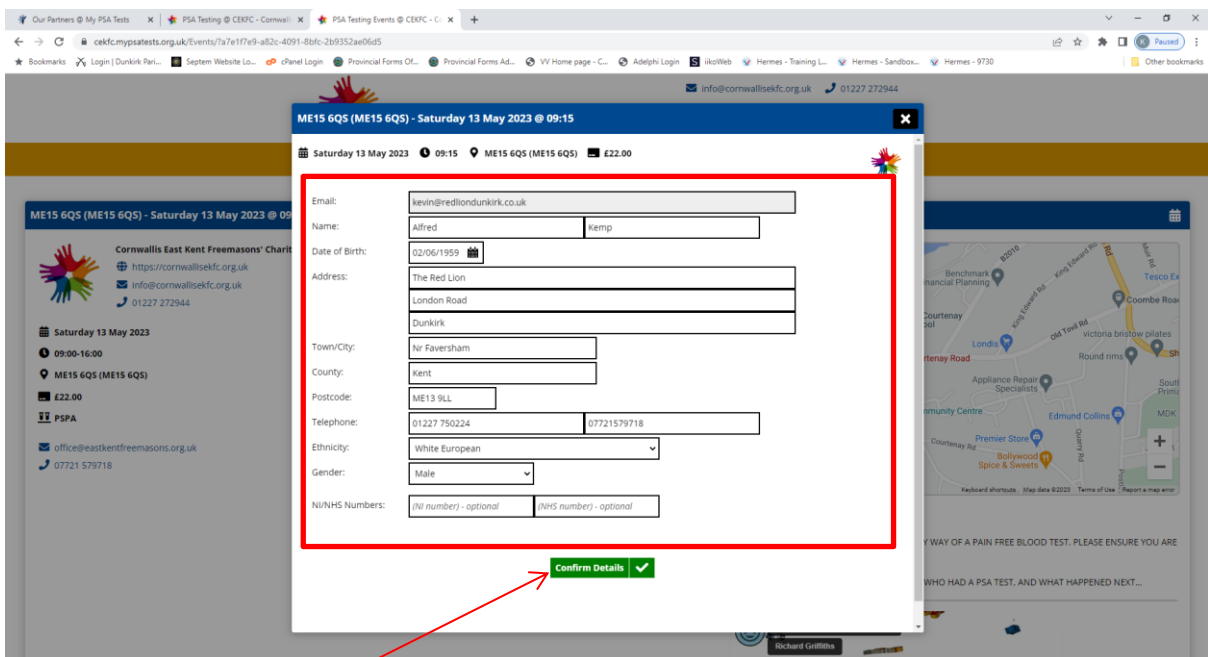


Click in to the timing box next to the date and select a time from the drop down box

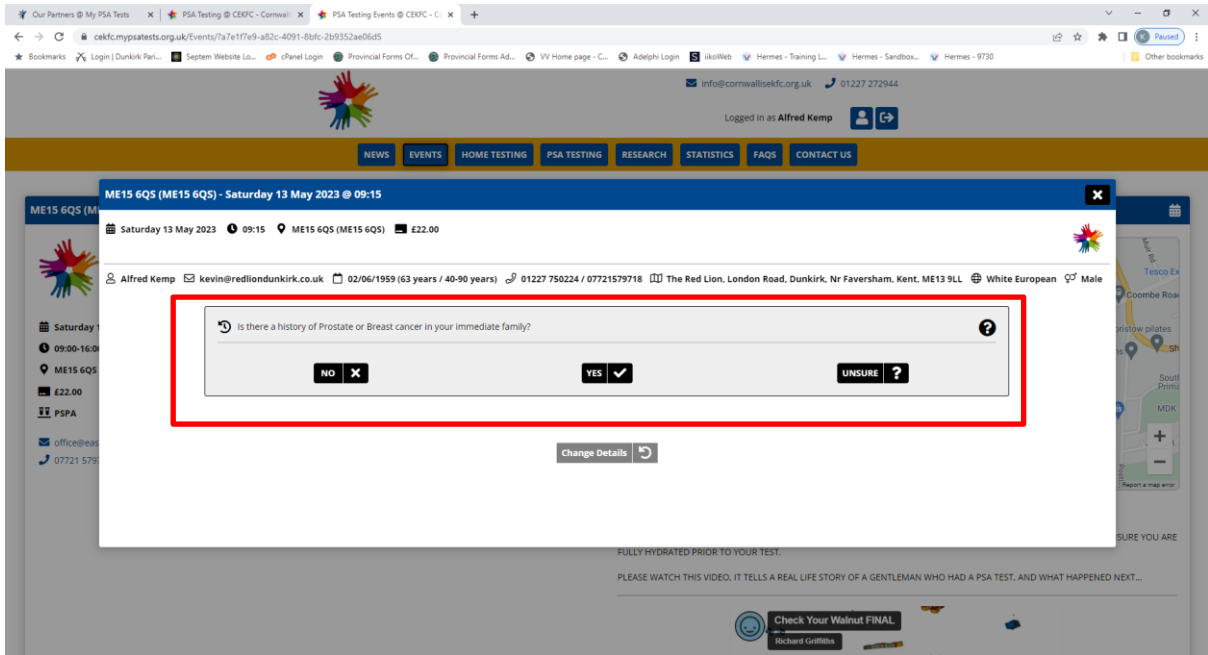


Click on the 'Book Your Place' button

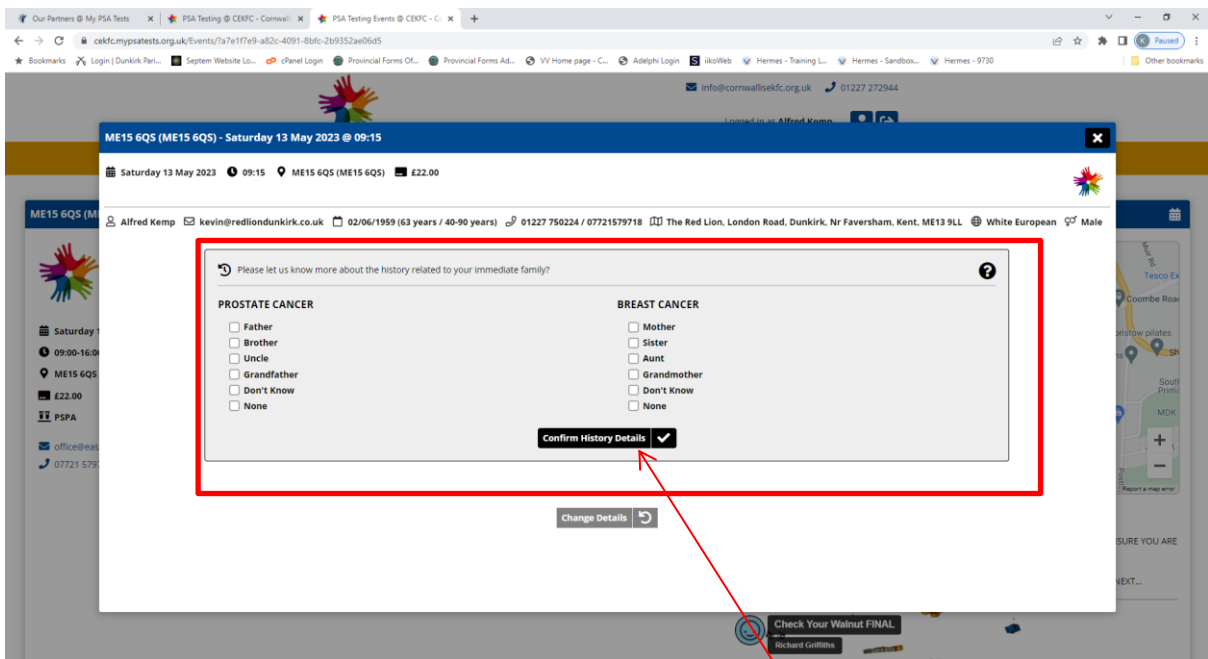
Complete the details required on screen



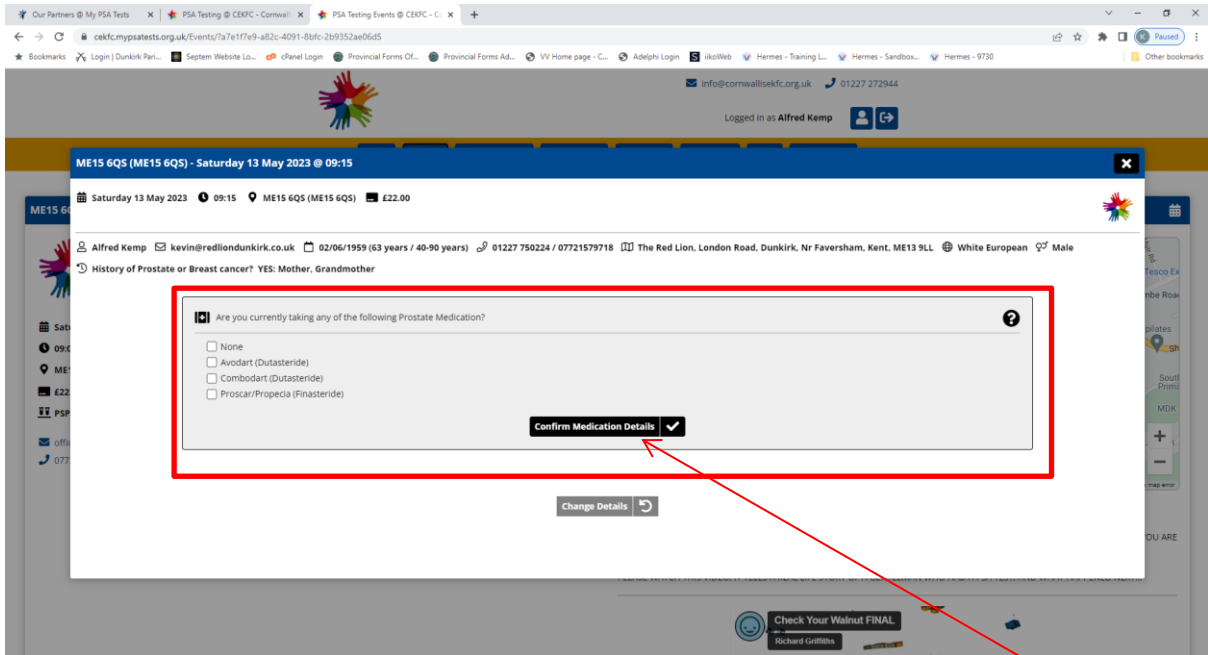
Click on the Confirm 'Details' button



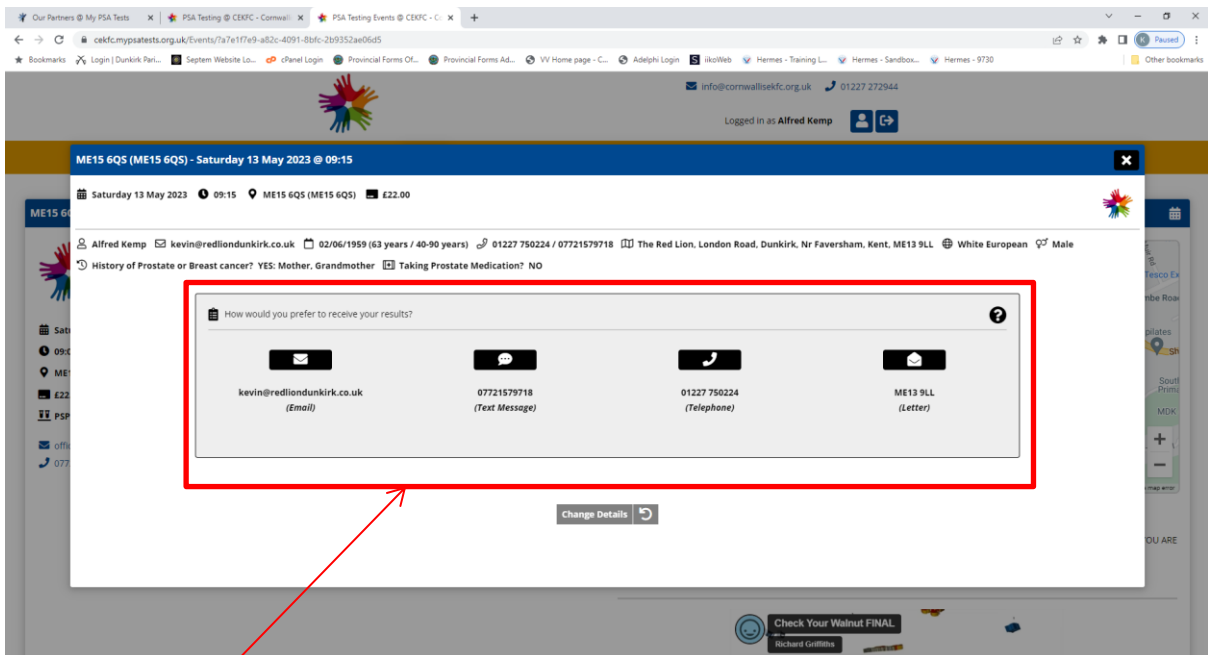
Select one of the options available, the next screen appears



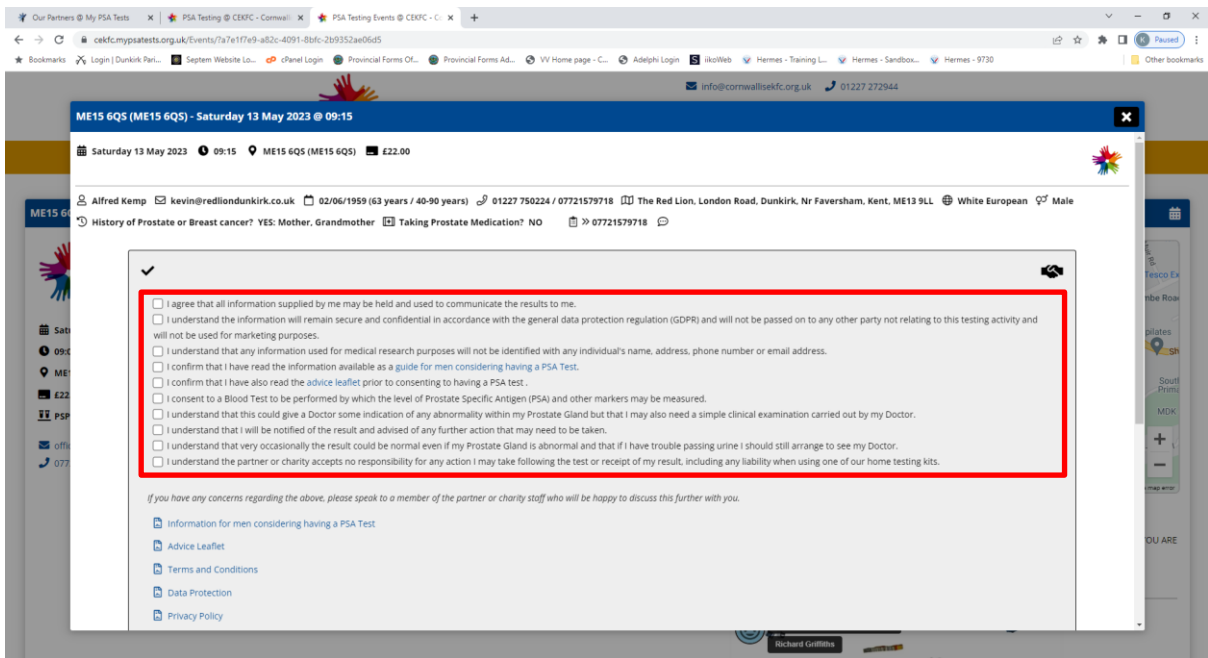
Again, select the options as required then click on the 'Confirm History Details' button



Once again select any options that apply, (if none select none) then click on the 'Confirm Medication Details' button

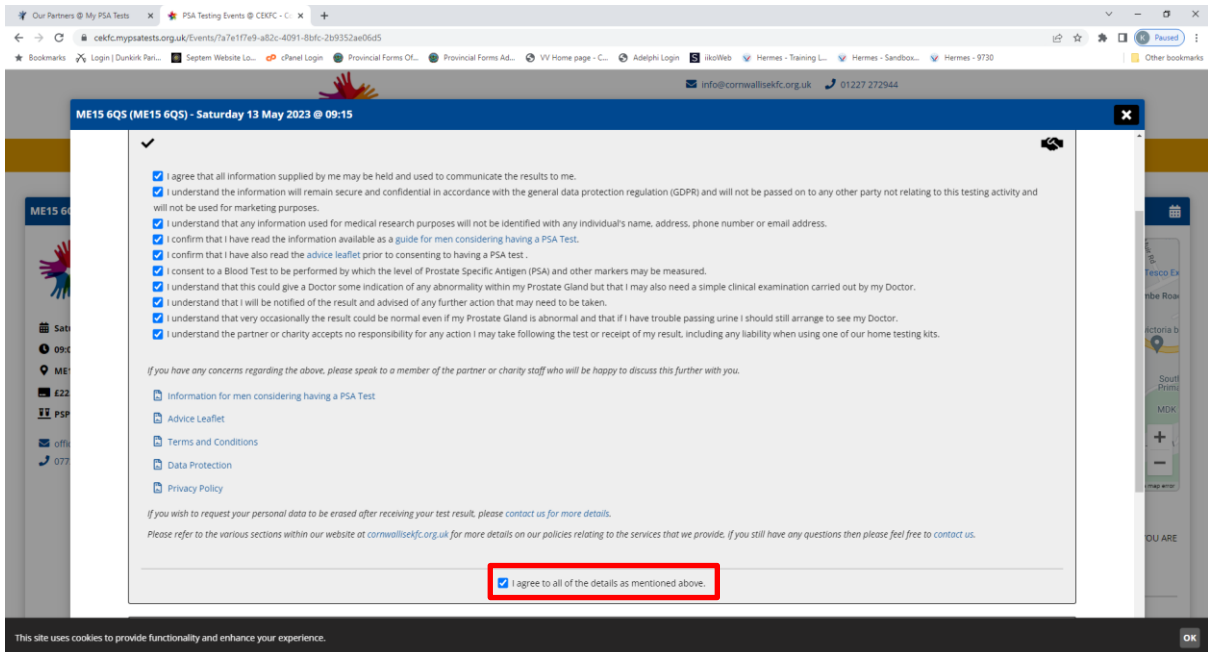


Click on the option that you wish to receive your results by

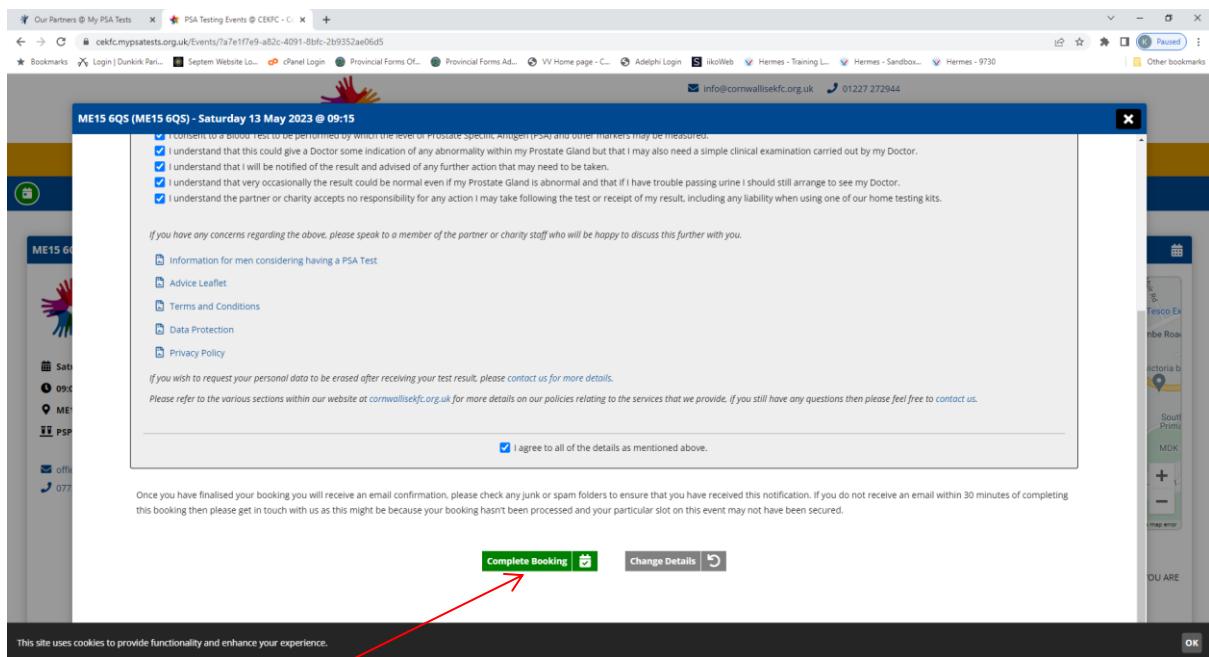


Read all of the declarations, if you are happy with them all scroll down the screen,

You will find a check box that says 'I agree to all the details as mentioned above' click on this box to select all of them.



The screen shows as above



Click on the 'Complete Booking' form button

Once you are satisfied you are free to log off from your account.

Please note, if you do not need to register for an account, you would log in to your previously created account using the e-mail and password you had supplied previously, then to book an appointment please follow this guide from Page 5 onwards.