

GUIDELINES FOR THE USE OF COMPUTER FOR SITTING WRITTEN PART OF PROFESSIONAL ASSESSMENT

1. If the candidate is required to take the writing assessment (essay/technical write-up) in the Professional Assessment, the candidate will be given choices between typing on computer or handwriting on the paper provided[#].
2. The candidate must indicate on the application form for the class of Member (Form 1/MD) his/her choice of typewritten or handwritten writing assessment.
3. The typewritten writing assessment shall be carried out at the HKIE Headquarters.
4. The candidate must not use his/her own computer in the writing assessment.
5. The Secretariat will provide a computer with word processing tool without the function of checking spelling and grammar nor connection to internet or to any internal/external devices which may help the candidate to do the writing assessment.
6. The typewritten writing assessment will be conducted under the surveillance of CCTV as appropriate.
7. The candidate must present his/her HKID card for identity verification before the start of the writing assessment.
8. The candidate will not be permitted to refer to other books or notes but a hardcopy ordinary dictionary may be used during the writing assessment.
9. At the end of the typewritten writing assessment, the Secretariat will save the completed answer script of the writing assessment and provide to Assessors for marking.
10. The judging criteria for typewritten and handwritten writing assessments are the same.

[#]The use of computer is not applicable for answering the written part of the HKIE Structural Examination.