ABEM In-training Examination (ITE): Before the Exam
FREQUENTLY ASKED QUESTIONS (FAQS)

1. **When will the 2019 ITE be administered?** The 2019 ITE will be administered in an online format over a five-day testing window, beginning on Tuesday, February 26, continuing through Saturday, March 2, 2019. The cost per resident is $125 USD.

2. **How does an Emergency Medicine (EM) program pre-register for the 2019 ITE?** The 2019 ITE pre-registration begins the first week of July and ends October 31st each year via the annual EM program survey. The EM program director is required to login to the ABEM website to access the survey first and complete a few required steps; after that he/she can delegate completion of the survey to the residency coordinator/manager.

3. **Can my program continue to administer the ITE to all residents on a single day, or do we have to administer the ITE across multiple days?** Programs that can handle online testing for all of their residents on a single day can continue to do so. On the other hand, programs may also choose to schedule as many administrations as needed within the five-day testing window.

4. **Now that ABEM has switched the ITE to online delivery only, is there any way to take a paper exam?** No. For both operational and psychometric reasons, it is not feasible for the Board to continue administering both a paper and an online ITE. The concurrent administration of a paper examination and online delivery was a temporary transitional measure that was only offered during the 2016 and 2017 exam administrations.

5. **Who can take the ITE?** EM residents enrolled in an ACGME- or RCPSC-accredited EM program, and any resident in Board-approved EM combined programs are eligible to take the ITE during the testing window. Enrolled residents on leave are also eligible to take the ITE. See the Policy on ITE Accessibility for more information.

6. **What staffing will be necessary to administer the online ITE?** ABEM has always recommended approximately one proctor for every 20 residents being tested and, in general, these proctoring arrangements will work for the online ITE. The actual testing time is still four and one-half hours, but it may take a little longer to get everyone started and logged in with the online administration. So, be prepared to staff the administration both before and after the actual testing time.

7. **What are the technical systems requirements to participate in the online ITE?** The minimum systems requirements can be found here.

8. **How will our program know if we meet the minimum systems requirements?** A technical resource from your institution should review the systems requirements document and let you know if it will be feasible to administer the online ITE at your scheduled testing location. If the testing location uses a Wi-Fi connection, be sure to let the technical resource know the number of residents that will be accessing the ITE simultaneously on the examination day so that they can tell you if
the wireless network has the capacity to handle the necessary number of Wi-Fi connections. Closer to the examination administration, programs will have access to a testing portal and will run a formal system check to avoid issues the day of the test administration; see the minimum system requirements for more information.

9. **Our testing location does not have wireless access. Can we participate?**
The best option for any institution is to use devices with a wired (Ethernet) connection to the network. Your location could work if it has a computer lab with sufficient capacity to test all your residents at once, or by splitting up your residents into two or three groups and testing them in contiguous testing sessions.

10. **Our testing location has wireless access, but the connection is slow and/or unreliable when large groups of people are online at the same time. Can we participate in the online ITE administration?** ABEM will email a technical resource link to participating programs well ahead of the examination date to determine the capacity of the wireless network. If the capacity of your Wi-Fi network is limited, one option is to split up your residents into two or more groups to take the online ITE, so long as all testing occurs within the designated five-day testing window.

11. **Our institution has a computer lab with computers using a wired (Ethernet) connection, but there are not enough computers to accommodate all our residents. Can we participate in the online ITE?** The most reliable option for any institution is to use devices with a wired (Ethernet) Internet connection. If you test your residents in two or more separate groups, you could administer the examination online if the testing sessions occur within the designated five-day testing window. Also, residents can use their own devices in a room that has access to Wi-Fi if each device meets the minimum system requirements.

12. **Does our program need to have access to a computer lab with dedicated computers to participate in the online ITE?** No, any location with reliable Internet access can work. While computers with a wired (Ethernet) Internet connection are likely to be the most reliable and predictable, if your testing location has a reliable wireless network (Wi-Fi) available it could work for the online ITE. Please see the minimum system requirements for more information.

13. **Our program administers the ITE off-campus and/or it has foreign (non-U.S.) administrations. How will we be able to verify connectivity and that the online ITE will work there?** A technical resource at the off-campus/out-of-the-country location can review the minimum system requirements and complete the systems checks.

14. **Does our program need to provide computers to all our residents for the online ITE?** No, residents can use their own computers, so long as 1) their equipment meets the minimum system requirements, and 2) they run a system test on their computer well in advance of the examination. The testing software is compatible with both Windows PC and iOS Macs. Residents should be given the systems requirements well before the examination to verify that their equipment can be used. In addition, approximately two weeks prior to the ITE administration, ABEM asks that all test takers download a secure browser and complete the systems check from their home before coming to the testing site.
15. **Many of our residents do not own a laptop computer but only a tablet computer. Can they use a tablet to take the online ITE?** Residents may use an iPad that meets the minimum system requirements to take the online ITE. Other tablet computers are NOT compatible with the testing software and cannot be used.

16. **Can residents use their smartphones to take the online ITE?** No. Only Windows PCs, Mac laptops, and iPads that meet the minimum system requirements can be used to access the online ITE.

17. **For residents who are unfamiliar with Apple devices, will ABEM provide information to assist them download the ITE online application?** ABEM will include an iPad Quick Start Guide when the ITE proctor manual is sent to the Chief Proctor. This guide summarizes the preparatory steps of installing the ABEM online application on an iPad.

18. **After the pre-ITE registration is completed by October 31st, when is the deadline for the final registration and payment for the 2019 ITE?** ABEM must finalize ITE registration by January 24, 2019. Details related to final registration and payment is sent in early December to all participating programs. The 2019 ITE fee is $125 USD per resident. ITE registration is available via a login through the ABEM website from early-December until January 24, 2019, like the online annual survey of residents. Off-line payments, i.e., checks, are accepted.

19. **Our program has a resident who will take the ITE at another accredited, participating EM residency program. How does the program communicate his/her site change?** ABEM requires correspondence from both the incoming and outgoing EM program directors regarding the site change; updates can be emailed to training@abem.org, and must be received by ABEM on or before January 24, 2019. There is no difference in scoring and all enrolled resident feedback will be included in the home program’s post-examination feedback reports.

20. **Our program sometimes allows residents from other programs to take the ITE at our site. We have our residents use their own devices. How can we ensure that other programs’ residents’ equipment meets the minimum requirements?** Residents who change sites into your program need to know that they are expected to use their own equipment, and should be given the minimum system requirements. Then, in early-February, they must download the secure browser and complete the systems check from their home before arriving at your testing site.

*December 2018*