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#### STEPS FOR USING ONLINE PEAT

STEP 1-Go to the "Instructional and Supplemental Materials" Web site by clicking on the link below or by copying and pasting the address into an Internet Explorer browser:

<https://www.fsbpt.net/PEATDownload>

Note: If you type in the Web address instead of clicking on this link, remember to include the "s" after the "http." That indicates that it is a secure Web site.

STEP 2-Read the "Terms of Agreement" page that comprises the first screen of Online PEAT, and click on "Agree" at the bottom of the screen in order to begin. This screen will appear each time you log on.

STEP 3- You are taking PEAT as part of a group PEAT purchase, therefore your Product Key will be provided by your academic administrator. Please enter the Product Key that was provided to you.

Please note that if the third character in this number is 0, it is a zero and not the letter O.

#### STEP 4-Enter User Information

Fill in the login screen with the information requested. Once past the login screen, your username will be your social security number and your password will be your mother's maiden name. Please remember your username and password, as this information will need to be entered exactly the same way for subsequent entry into the application. Each time you log in, you will also be asked for one or more additional pieces of information to verify your authority to access the site. Remember how you entered the information initially and enter it the same way again when you are asked for it. The Online PEAT is case-sensitive.

STEP 5-Download, print and review the Supplemental Materials from the instructional Web site.

#### STEP 6- Take the "Practice Exam"

The Practice Exam is a timed exam that is intended to simulate your actual examination session at a testing center.

When you are ready to access the Practice Exam, proceed to the "Tutorial and Practice Exam" site by clicking on the link below or by copying and pasting the address into an Internet Explorer browser:

<https://www.fsbpt.net/PEAT>

The Tutorial will show you how the Practice Exam operates. We strongly suggest that you take the Tutorial before you take the Practice Exam. As soon as you enter the "Tutorial and Practice Exam" site for the first time, your access time officially starts. You will have sixty 60 days access time, unless you have purchased an extension of time, to complete PEAT. Once you score the Practice Examination, you will be granted access to the remainder of this site, which contains a Performance Report in two parts to show you how you did on the Practice Exam (grouped by content category according to the "exam blueprint" and by system). You will also be able to view each question and its correct answer, along with a Rationale for the answer and a Reference for further study.