

## **Competency-Based Assessment (CBA) Sample Applicant Instructions for APEGS members who wish to view the online system**

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A sample applicant has been made available for APEGS members to view the online Engineering Competency Assessment System. The submission has been completed by the applicant, so the information cannot be edited, only viewed.

Things to note when viewing the submission:

- For this sample applicant, the organization is Engineers & Geoscientists BC. Select that one when prompted. APEGS is not listed yet, but it will be by launch date of January 1, 2019. For the *Competency Assessment Guide* refer to the APEGS version found on the APEGS website under Members, [Competency-Based Assessment](#).
- Do not change the password after you have logged in. The sample applicant is available to all APEGS members for viewing.
- The experience details are fictitious, please do not be concerned about the accuracy or credibility of the information.
- The sample applicant is an electrical engineer-in-training and chose to use the “Electrical – Power and Industrial” indicators rather than the generic indicators in most cases. You will have the choice as to which indicator set to use for each example. Keep in mind that only Category 1 – Technical Competence has the option for discipline-specific indicators, and for some disciplines only. The rest of the categories have only the generic indicators.
- If you notice some differences in the wording of the indicators in the sample online applicant compared to the APEGS indicators, do not be concerned. The indicator wording will be correct in the APEGS system when it is launched on January 1, 2019.
- The stage of this sample applicant in the online system is after the competencies are entered and submitted by the applicant and are pending review by the Validators. You can click on “View” to see what the competency details screen looks like.

Also posted to the APEGS website under Members, [Competency-Based Assessment](#) are three pdfs of the output from the online CBA system. One is the general view, one is the timeline view and one is the Validator view.

### **How to log in**

To log in to the CBA submission, go to:

<https://competencyassessment.ca/>

The User ID is 209202 and the password is 20180505 (the date of the APEGS Annual Meeting).

### **Questions**

If you have any, contact Tina Maki, P.Eng., Director of Special Projects at [tmaki@apegs.ca](mailto:tmaki@apegs.ca) or 306-525-9547 or toll free 1+-800-500-9547.