



**European College of Veterinary Clinical Pathology**

<https://www.esvcp.org/>

## ECVCP exam 2022 information for the Candidates

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Dear Candidates

It is our great pleasure to welcome you to the 2022 ECVCP exam, which will take place from Saturday, 24th September 2022, until Sunday, 25th September 2022 in Toulouse, France.

Please read this document carefully. This is a very long message, and contains all the information you should need in your final preparations for the exam.

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## 1. Schedule

Please find attached the time schedule for the whole examination. All times are CET (Central European Time).

### **a. The MCQ, the cases, and the essays on Saturday and Sunday, 24-25 September, 2022**

You will work with Exemplify in the same way as in the Mock Exam. **Please bring your own computer with you with Exemplify already installed and the Examination downloaded.**

### **b. The slide session (haematology and cytology)**

These sessions consist of examining glass slides (10 for the Haematology Section and 15 for the Cytology Section). You will be provided a microscope (Nikon E200 with 10x, 20x, 40x, and 100x oil objectives). You may bring your own microscope objectives or microscope if you prefer. The provided microscopes undergo yearly maintenance. During these sessions, you will examine each slide and enter your answers into the box provided by the Exemplify software on your laptop.

### **c. The projected picture session (haematology and cytology)**

These sessions are 30 minutes long and have two phases.

The first phase consists of images projected onto a screen at the front of the room for a specified amount of time (for example, 40 sec for cytology images). During this time, you may begin to answer the questions provided in Exemplify.

You will also be provided with a hard copy printed set of the images. After all images have been shown on the screen, the second phase consists of a few minutes (for example, 13 minutes for cytology) to review and complete your answers in Exemplify using the hard copy printed images provided.

## 2. Installing Exemplify on your computer

Please make sure that you have downloaded Exemplify 2.9.2 or later on your computer (see links below). Exemplify requires a recent Windows or Mac computer.

You must have Administrator-level privileges on your account, as Exemplify will disable internet capabilities and other software for the duration of each test session. Please see additional system requirements at the links below.

- <https://community.examsoft.com/s/article/Exemplify-Installers-for-Windows-Mac>
- <https://help.examsoft.com/s/article/Minimum-System-Requirements>
- <https://examsoft.com/resources/exemplify-minimum-system-requirements>

Approximately one week before the Exam, you will receive an invitation to download the exam files corresponding to the 4 sessions. We strongly recommend that you do this prior to coming to Toulouse, to avoid disruption to the exam schedule. The password to enter each exam session will be provided to you just before the Exam session starts.

After each exam session, at the beginning of the break, internet WiFi access will be restored to your computer and you will upload your answers for grading. In case of WiFi outages, we will use smartphone hotspots to provide WiFi access. You may use your own telephone, or there will be at least one local person present who will be able to provide data usage on their phone.

### 3. In case of technical or other problems during the exam

In case you have technical problems during the examination, please raise your hand. Péter Vajdovich will be present for technical difficulties with ExamSoft, and we will have additional troubleshooting help available on-call. A member of each Examination Section Subcommittee will also be present if clarification of questions is needed. If you need any other assistance, the Exam Chair and Officer will be present as well.

### 4. Signed documents needed from Candidates

**All Candidates must sign the CDA** (Confidential Disclosure Agreement). This document is included with this message as an attachment.

Please send the signed CDA to the Exam Officer of the Examination Committee [emi.ludemann@envt.fr](mailto:emi.ludemann@envt.fr) and the Examination Chair [catherine.trumel@envt.fr](mailto:catherine.trumel@envt.fr). Do this as soon as possible, no later than one week before the exam (Friday, 16 September 2022).

### 5. Location and facilities

The examination will take place on the campus of the Ecole Nationale Vétérinaire à Toulouse (ENVT). The examination will be in the "Salle de Formation Continue" in building 7.2 on the attached map of the campus.

There are washroom facilities on site. There is also a refrigerator available for food and medications.

Microscopes will be provided for your use during the examination. We will also provide scratch paper for any notes you wish to take. Please bring your own writing utensils.

You will bring your own laptop for use during the exam. Please make sure that it is properly updated, that you have Admin access, and that it has WiFi capability. See Section 2 for further details.

You are permitted to use a dictionary during the exam. If you wish to do so, please bring your own. As Examplify will disable other software and internet access on your computer during the test session, we suggest you bring a separate dictionary if needed.

## 6. Lodging and transportation

You are expected to arrange your own transportation to, and lodging in, Toulouse for the duration of your stay. We are unable to provide transportation to and from the airport. We suggest that you stay in one of the following hotels:

- Hôtel Restaurant Campanile Toulouse Ouest - Purpan
- Apparthôtel Residhome Toulouse Tolosa
- Novotel Toulouse Purpan Aéroport

On the days of the exam, Dr. Cathy Trumel will provide transportation from these hotels to the exam site in the morning and back in the evening.

- On Saturday, 24 Sept, the pickup will be at approximately 7:00 am
- On Sunday, 25 Sept, the pickup will be at approximately 7:30 am

IF YOU WISH TO BE PICKED UP, please let us know as soon as possible, but no later than Friday, 16 September 2022. Let us know at which hotel you are staying, and please provide your cell phone number.

Please send an email to Emi [emi.ludemann@envt.fr](mailto:emi.ludemann@envt.fr), Dr Trumel [catherine.trumel@envt.fr](mailto:catherine.trumel@envt.fr), and the ENVT Clin Path administrative assistant, Boranny Chan [boranny.chan@envt.fr](mailto:boranny.chan@envt.fr).

You are of course welcome to arrange other lodging, but transportation to and from the exam site will not be provided.

## 7. Food

Lunch will be provided. IF YOU HAVE ANY DIETARY RESTRICTIONS, please let us know by Friday, 16 September 2022 so that we may order appropriate food for you.

Please send an email to Emi [emi.ludemann@envt.fr](mailto:emi.ludemann@envt.fr), Dr Trumel [catherine.trumel@envt.fr](mailto:catherine.trumel@envt.fr), and the ENVT Clin Path administrative assistant, Boranny Chan [boranny.chan@envt.fr](mailto:boranny.chan@envt.fr), by Friday 16 September 2022.

Water and snacks will be available on site.

You may also bring your own food, there is a refrigerator available for food and medications if needed.

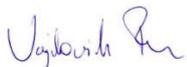
## 8. Final remark

Finally, if you have any questions, please contact us and we will try to help you. We wish you good preparation time for the exam and look forward to seeing you soon!



Cathy Trumel

Chair, ECVCP Examination Committee



Péter Vajdovich

Co-Chair, ECVCP Examination Committee

Emi Ludemann

Exam Officer, ECVCP Examination Committee

1 September, 2022