

## Steps to set up your SAM 2016 Challenge Instant Access account for BCIS 1305 test out.

1. **Steps to set up your SAM 2016 Challenge – BCIS 1305 test out account:** First you must purchase the Access Code – ISBN# 978-1-305-88532-5 the website: - For Fall 2020 use the following site to purchase your access code <http://services.cengagebrain.com/course/site.html?id=4109706> (this site will be available from August – November 2020) for \$25.00.  
The microsite will change each semester – so always go to the [www.coastalbend.edu/bcis1305ce/](http://www.coastalbend.edu/bcis1305ce/) for the most up-to-date site for purchasing code.
2. Go to the following website: <https://sam.cengage.com/>
3. Click “New User”
4. Enter the **CBC Institution Key – T2030335** and click Submit
5. Then click “OK” to confirm that it is correct for Coastal Bend College
6. You’ll then enter your First and Last names, your e-mail address, create a password, and verify it, then enter your DOB, and a secret question and answer. Then you’ll click “Create Account”.
7. Make sure to write down your username and password – you’ll need to know this information when you take the proctored exam with the CBC Testing Department.
8. Go to the Sections tab and click Join Section – across from BCIS 1305 Assessment – Fall 2019 - Present.
9. You will now be able take the Competency Practice Exams so that you’ll be familiar with how to enter your information into the Cengage program before you come to CBC Testing Department to test.
10. You can retake the Competency Practice Exams as many times as you wish until you are comfortable with the program.
11. Make sure to make an appointment in advance to test at the CBC Testing Center - <https://bookcbc1.timetap.com/> / *During Fall 2020–you can request remote proctored sessions – Alice and Kingsville Sites. This is the safest way for our students to test if they have access to internet and they have a laptop or desktop computer with a web camera and sound.*
12. Reminder – the BCIS 1305 Assessment – Must be proctored by CBC Testing Personnel – You pay the \$25.00 proctor fee (by phone) and e-mail [cbcproctor@coastalbend.edu](mailto:cbcproctor@coastalbend.edu)

your signed BCIS petition form to the Testing Staff and then they remotely administer the exam to you.

13. On the day you've scheduled your remote exam, remember to have your photo ID and know your username and login for Cengage.
14. There are 100 questions on the exam. You will need to earn a 70 or better to pass.
15. The exam is not timed and could take an individual anywhere from 45 minutes to 2 hours to complete.

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