Candidate SJE Purchase Process

Once a candidate has had an account created on their behalf, they will be able to access and purchase the SJE to which they are assigned.

1. Visit the dedicated HPCC landing page: https://www.psionlinestore.com/hpcc
   NOTE: this will be the page linked from HPCC’s website

2. User instructions are provided under Getting Started.
Step 1: Sign In

Authorized test takers will have had an account created on their behalf by HPCC administrators using the email address on record with HPCC. If you are authorized to take an HPCC SJE, you may login with your email address and temporary password to sign in to the PSI Online Store. All candidates will be assigned the same temporary login password: Temporary123 Note: You are encouraged to change your password after you sign in the first time.

Upon successful login, you should be returned to this page and should see "Account" where you saw the "Sign In" link before. Once signed it, go to Step 2.

User Steps: This process should initiate from https://www.psionlinestore.com/hpcc in order to navigate the user to the landing page successfully after login.

1. From https://www.psionlinestore.com/hpcc, click the Sign In link in the site header

2. Enter the email address that HPCC used to create their customer account and password Temporary123 (Note: candidates should be advised to update their password in their account settings)

3. Upon successful sign in, the candidate will be returned to the HPCC page and the site header will now reflect a signed in account with “My Account”.

My Account or Logout
4. Candidate clicks the tab for “Step 2: Select Your SJE”

**STEP 2**

**Select Your SJE and Purchase**

After you’ve logged in you will be able to access and purchase the Situational Judgment Exercise assigned to your account by selecting the appropriate SJE from this page. Note: you will only be able to access the SJE for which your account is authorized. If you are unable to select the SJE you believe to be correct, please contact HPCC to verify your authorization is correct.

After your transaction is complete, you will receive two emails from PSI:

1. Order confirmation: this email is your receipt.
2. SJE access code: this email will include instructions for accessing and completing your Situational Judgment Exercise.

5. Candidate clicks on the item they are authorized to purchase. If the candidate is signed in and authorized to take the SJE they selected, they will be directed to the SJE’s product page where they can add to cart. Example:

   **HPCC ACHPN Situational Judgment Exercise 2023**

   HPCC ACHPN Situational Judgment Exercise
   
   This exam is valid and accessible for 30 days from the time of purchase.

   Users redeeming a voucher for this product will add the prefix HPCC-ACHPN- to the voucher code provided by the sponsor. Example: if your voucher code is A12365478 you should enter HPCC-ACHPN-A12365478 as the coupon/voucher code in your cart or at checkout.

   $60.00

   **ADD TO CART**
   
   Want to buy multiple practice tests? Learn how.

   If the candidate is not authorized to purchase the SJE they selected, they will see an “Authorization Required” notice. Example:

   **This content requires an authorized account.**

   Some items require account verification for purchase. If the item you’re attempting to purchase is a member-only item from the sponsoring organization or association, and you have been pre-approved to purchase the item, please login with the credentials provided by your sponsoring entity. If you have not received a login credential, please contact your sponsoring entity for access.

   If you were signed in, please sign back in to resume your work in a new session.

6. Candidate adds SJE to cart and proceeds to checkout to complete the purchase.
7. If applicable, candidate enters the enhanced voucher code in the Coupon field during checkout or in the cart.

8. Candidate receives two emails. The first is an email receipt and order confirmation from the PSI Online Store. The second is an access email from the LXR platform and will include their SJE access code and instructions for accessing the product.

The steps associated with accessing and completing the SJE, and all steps following the successful purchase of the SJE remain unchanged at this time.

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