



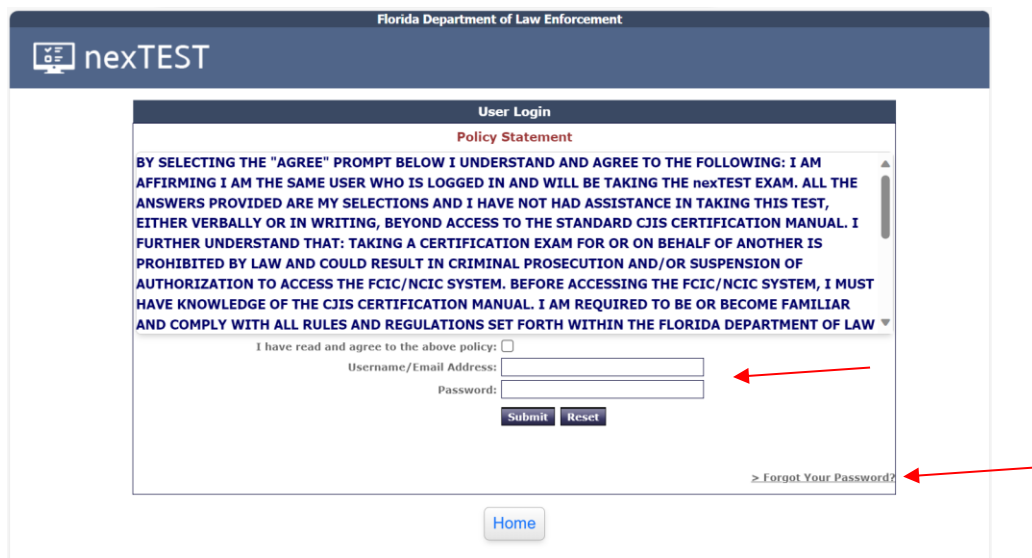
Limited Access Certification and Recertification Instructions

Limited Access Certification and Recertification is comprised of online training and testing. The online exam is open-book and can be accessed using the nexTEST testing system, <https://nextest.fdle.state.fl.us/nextest>

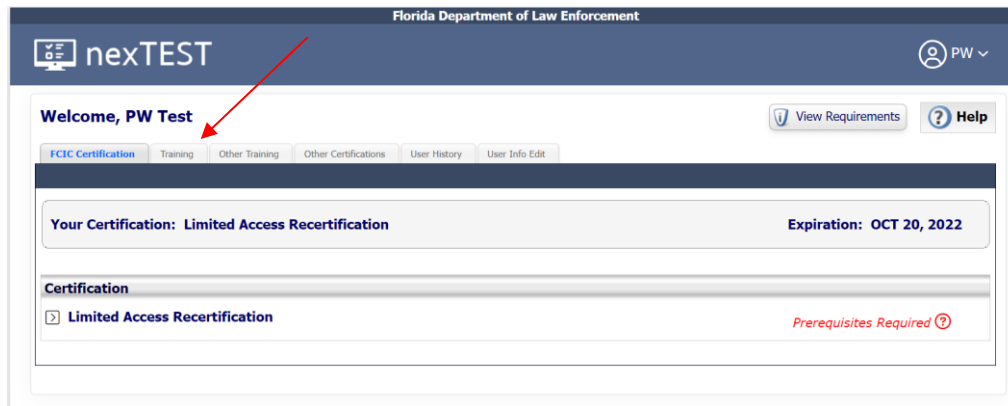
1. Once you are at the nexTEST login screen click on “User Login”.



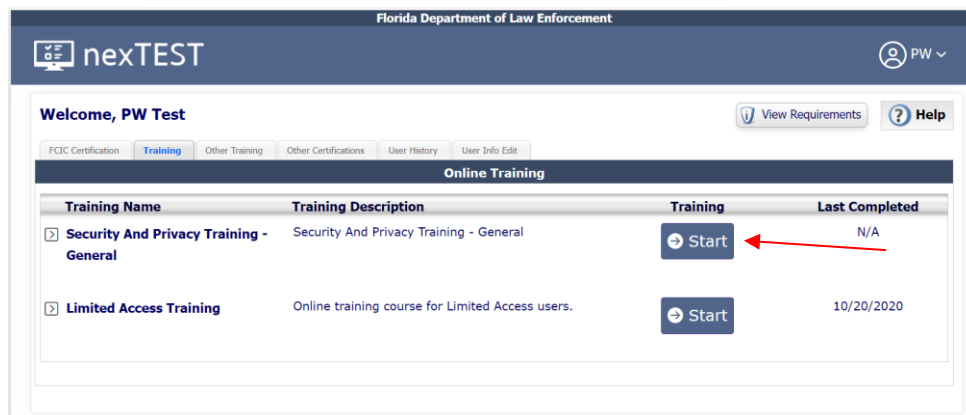
2. Read the Policy Statement and check the box indicating an understanding of the system guidelines and testing expectations. (If you have forgotten your password, click the “Forgot Your Password Link”).



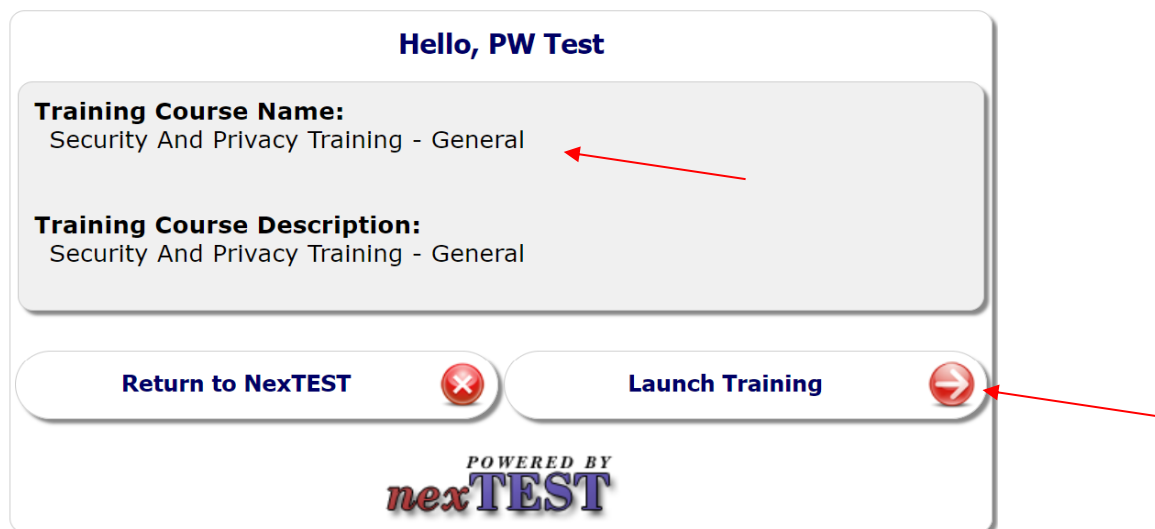
3. After logging in you will see the following screen. Click on the Training tab at the top of the screen.



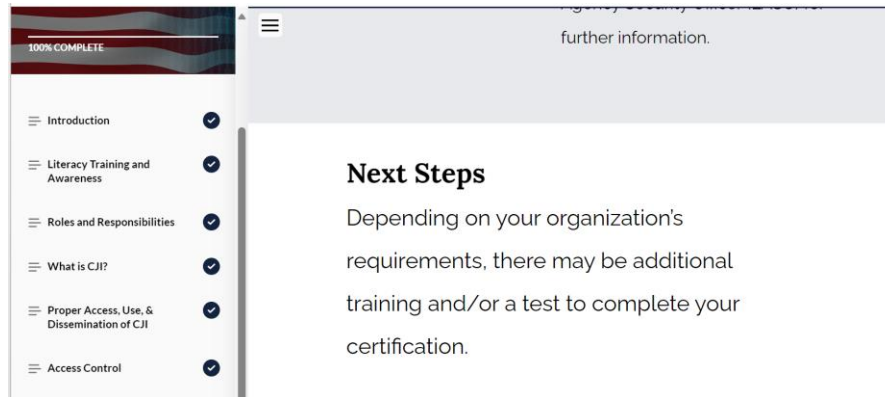
4. All users are required to complete both Security and Privacy Training – General, and Limited Access Training. Click on the Start Button to the right of the Security and Privacy title to begin.



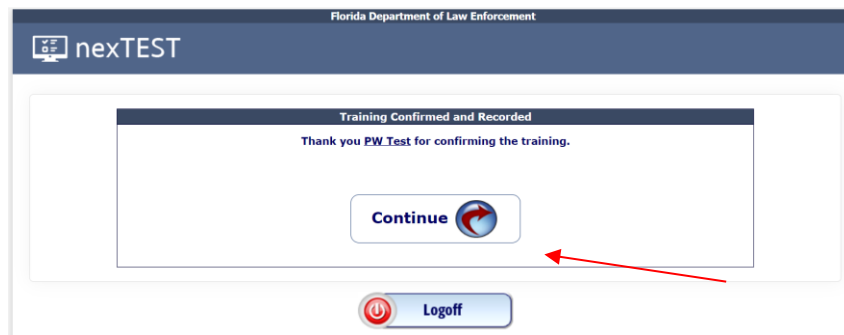
5. Click on Launch Training to begin, a new window will open.



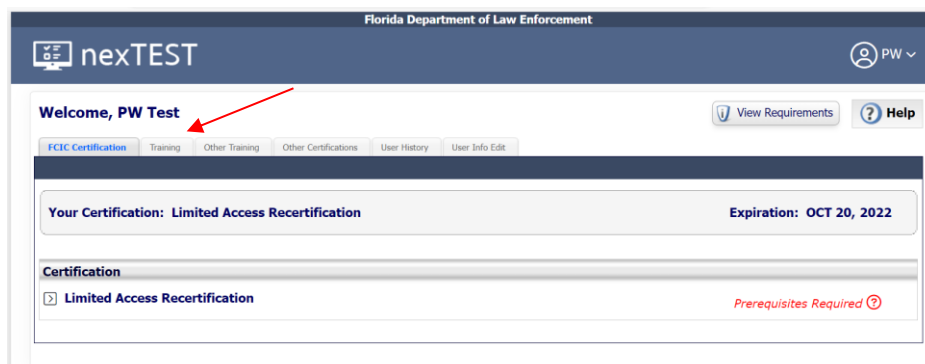
6. Follow the training until you reach the end then close the window for Security and Privacy Training – General.



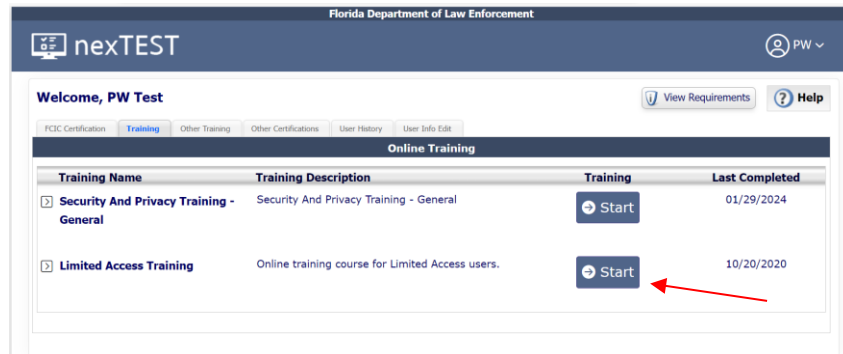
7. Click on the Continue button to take the Limited Access Training.



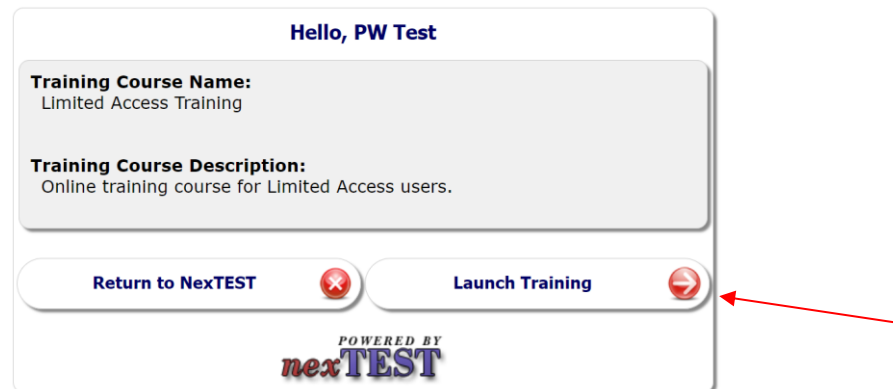
8. Click on the training tab.



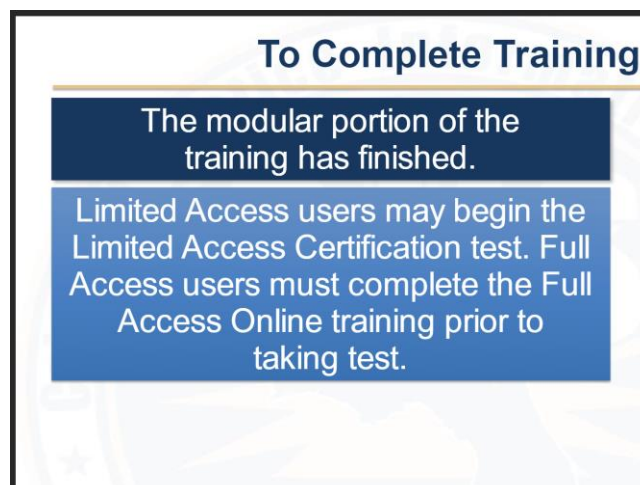
9. Note that the date to the right of the Security and Privacy Training has updated to today's date.
Click on the Start button to take the Limited Access Training.



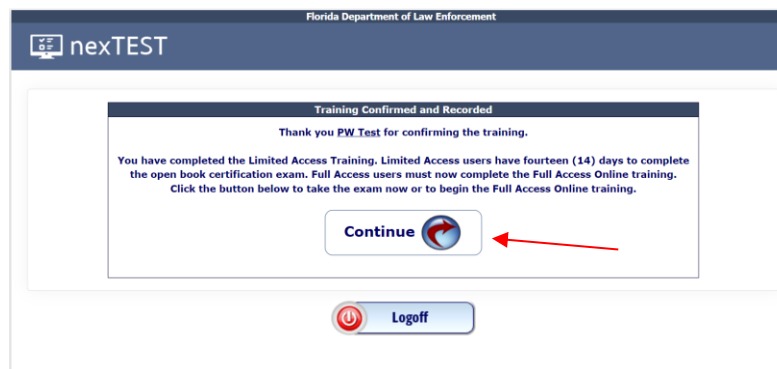
10. Click on Launch Training, a new window will open.



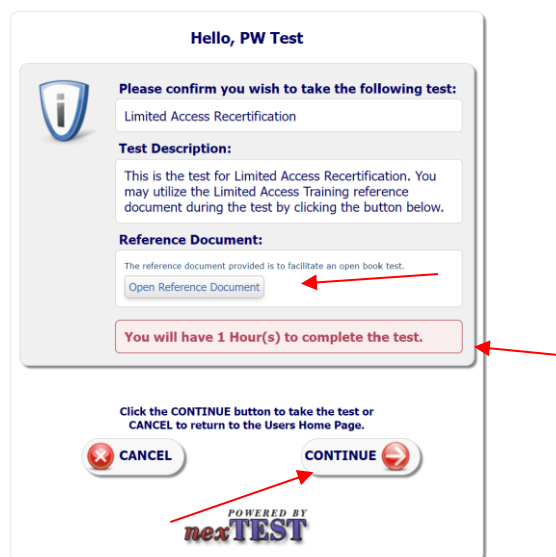
11. Once the training has been viewed, close this window to complete and end the Limited Access Training module.



12. Click Continue to take the Limited Access Exam or log back in within 14 days.



13. This is an open-book test! The Test Reference Guide is a downloadable PDF.
After you download the reference guide click on Continue to begin the test.



14. Click on Begin Test.



15. Click Grade Exam at the bottom left corner of the test when you have competed it.

Grade Exam

16. Click on Print Your Certificate to generate a certificate for your records.

Congratulations!

As identified by your login, **PW Test**, you completed the **Limited Access Recertification** exam on **January 29, 2024**. You answered 29 out of 30 questions correctly and achieved a score of **96.7%**.
Time it took to complete the exam: 4 Minute(s) 52 Second(s)

Print Your Certificate

Test Feedback
Below are the questions you missed and the answers you selected.

Question/User Answer	Correct Answer
1 A commonly used type of social engineering is:	
Phishing	All of these are correct

[User Home](#) [Logout](#)