



NEW Examiner Onboarding Program

Frequently Asked Questions (FAQ)

What is the Examiner Onboarding Program?

The examiner onboarding program is an interactive, online self-assessment program to train new examiners on different aspects of their volunteer role. It has eight modules, which include:

1. Introduction to Royal College Exams
2. Validity
3. Current Topics in Exam Quality
4. Basic Psychometrics
5. Royal College Exam Policies
6. Creating Multiple-Choice Questions
7. Creating Short-Answer Questions
8. Creating Oral and OSCE cases

The Royal College collaborated with the Exam Committee, Assessment Committee and exam board chairs to develop this program to improve and standardize training for new examiners.

Why should I complete the Examiner Onboarding Program?

You're an integral part of the resident assessment process to provide a fair and defensible certifying exam. As such, so the Royal College wants to help you be the best examiner you can be.

Make your mark and play a role in making assessment standards better. Join us in this innovative onboarding self-assessment program for new examiners.

You can earn MOC Section 3 credits by completing this self-assessment program.

How do I register to take it?

The Exam Quality and Analytics unit will identify and register new examiners automatically. There is nothing for you to do until you receive an email confirming your registration.

Why is it only available for new examiners?

This program is offered to new examiners only as part of a pilot project. We may extend access for existing examiners in subsequent years, depending on feedback, perceived value and process improvements.

How much does it cost?

The Examiner Onboarding Program is free for new Royal College examiners.

How long will it take me to complete?

The three-hour self-assessment (Modules 1-5) is modular, so examiners can complete it in multiple sessions. You can claim up to five hours in MAINPORT for your MOC Section 3 credits.

Do I have to complete the full course to obtain MOC Section 3 credits?

After you have completed Module 1 and the associated quiz, you may proceed through the modules in any order you wish. As a new examiner, we advise that you to complete modules 1-5. Depending on your specialty and its required exam components, you should complete optional modules 6-8. To claim full MOC Section 3 credits, you need to complete the mastery quiz.

When do I obtain my MOC Section 3 certificate?

After you have completed the survey, you will be provided with an electronic copy of your certificate.

How do I reset my password?

If you have **forgotten or need to create a new password** use this link: [Royal College Learning Environment Password Reset](#) and your user name (First name.Last name). The system will send you a verification email so you can create your new password.

How can I submit my feedback?

After you have completed the course, you will receive an email inviting you to provide feedback by completing our post-program survey. We take your opinions seriously and may incorporate your feedback into future offerings of our programs. In addition, please refer to the feedback tab found on the main page to submit your general feedback.

Who can I contact for questions?

If you have any questions or concerns, please forward them to EQAprograms@royalcollege.ca.

If you are a new examiner and haven't received an invitation from the RC to access this module, please contact your exam chair or exam administrator.

If you are an old examiner and wish to access this module, contact your chair.

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