

Written Solutions Policy

Uploading Written Solutions: Guide for Candidates

Uploading of written solutions and calculations must only be completed **AFTER** you have submitted your exam. Candidates have up to 60 minutes from the end of the exam to upload to the Sync platform. After 60 minutes, do not make any changes to your files. Please note that all uploads are timestamped.

1. Written solutions should contain candidate's first/last name and their Association system ID number.
2. Written solutions should be uploaded in ONE single document with clearly labelled pages (page 1, 2, ...). Candidates should ensure the document has pages organized in a numerical order.
3. Uploaded document should be titled "*Your Name – Exam Topic*".
4. Use of ink pens or dark pencils is recommended for sketches and graphical work. Regular pencil work does not show up well on some scanners.
5. It is the candidate's responsibility to review written solutions for readability and organization.
6. If your examination does not require written solutions, you are not required to upload any additional material.

If you notice that it takes longer than 20 minutes to upload a file to Sync, please cancel the upload and try uploading the same file again. If you still experience the same issue, you can email your scanned rough work to exams@egbc.ca to upload on your behalf.

Do not create your own account on Sync! ONLY use the Sync link sent to you by Engineers and Geoscientists BC. You will be receiving this link 2 days prior to your exam.

If you have registered for multiple exams, please ensure you upload your work to the correct folder.