

## BROK® Exam information and exam preparation

Below you will find the information for a good preparation for the exam.

### PREPARATION

#### Mandatory exam material:

- **Elearning eBROK®**  
Obligatory modules + Practical Module
- In the Practical module, there is also a PDF of the study texts under 4. Sources and literature. You can find it under 4.1 Where can I find it? Also open this PDF when you take your exam and make sure you can search it properly within the document (with control+F).
- **Mock exam**
- <https://www.teletoets.nl/Portal/appmodules/examen/login.ctrl?organisatieid=485&productdefinitieid=5923&index=0&examnummer=>
- **Important websites and PLEASE NOTE: part of the exam material**
- (can be found under 4. Sources and literature/4.1 Where can I find it?/Source list):
  - WMO (Refer to Source list)
  - ICH-GCP (Refer to Source list)  
Read this carefully. Obtaining a BROK® certificate also means that you are GCP-certified. This means that knowledge of GCP is an integral part of the exam.
  - NFU guideline Quality assurance of research involving human subjects 2020 (Refer to Source list under 3.5)
  - <https://english.ccmo.nl> (Refer to Source list)  
Make sure you can navigate well on the site of the CCMO and especially that you know where to find how you can submit research to the METC/CCMO/VWS and what should be submitted. Also review information on SAEs, SUSARs and SADEs (Refer to Source list)
  - <https://english.igj.nl> (Health and Youth Care Inspectorate (Refer to Source list)

Furthermore you will also find more links to websites in the Source list. It is good to read through this during your preparation, so that you can find necessary information via these links during the exam. (can be found under 4. Sources and literature/4.1 Where can I find it?/Source list):

During the exam, also questions can be asked about websites that can be found in the Source list. Therefore please make sure to carefully study the sites listed above as "important" and make sure you can navigate and search properly via the Source list. This can help you look up things during the exam.

#### Mandatory to do, but no exam material:

- 1 elective in-depth module (please note, you may be asked basic questions about medicines. This is because ICH-GCP is also part of the exam!)
- Centre-specific meeting

### Extra time:

Candidates who have a disability such as dyslexia or a visual impairment can request additional time for the exam to their [BROK® coordinator](#). The BROK® coordinator must have requested the extra time no later than nine days before the exam to EMWO. See also: <https://www.emwo.nl/examens/aanmaterialen-examering/>

## DURING THE EXAM

### The exam

The Examination Bureau Medical Scientific Researcher (EMWO) is responsible for administering the BROK® exams. You will be informed about the exam by the EMWO prior to the exam. This message is leading.

### Proctoring exam

The preconditions below apply during the online proctoring exam;

- Well-lit space, clean desk
- You are alone and your upper body is in full view
- Silence and no background noise
- You have a working webcam and desktop recordings are being made
- Sharp face photo and readable ID
- You work with 1 screen, 1 keyboard & 1 mouse

### Exam on location

The following rules apply to an exam on location:

- You adhere to the rules that apply to the exam room
- You do not cause any inconvenience during the exam
- You only use the equipment to take the exam and to consult digital resources
- You have no contact with others during the exam
- You can identify yourself with a valid ID prior to the exam

### Which materials can you use?

You may consult the eBROK® (<https://nfu-eBROK.nl>) during the exam, including digital sources and urls mentioned in the eBROK®. Sources in the form of Word, PDF or RTF files from the eBROK environment or the CCMO website may be opened. These files may not be opened from your own explorer or file folder.

Furthermore, you may have multiple tabs open within 1 window of Google Chrome. A candidate who is not a native speaker of English or Dutch may, if necessary, use a translation program such as Google Translate to translate Dutch or English questions. It is also possible to request extra time for the exam in these cases. You can indicate this to the BROK® coordinator.

In the Practical module, under *4. Sources and literature / 4.1 Where can I find it? / Source list* you will find a PDF file with all websites and articles that have been discussed in this course. Note: click your right mouse button to open a website in a new tab.

Many abbreviations appear in this course. In the module Introduction you will find an

overview of all abbreviations mentioned. If you like, you can download this overview.

### What is not allowed?

You may not consult the eBROK® forum and other websites during the exam. In addition, paper documents and reference work, note paper, etc. are not allowed.

Furthermore, during a proctoring exam you may not:

- take recordings and / or photos of the screen
- use headphones, earphones, smartwatches and similar wearables
- wear a head covering so that the face is not fully visible
- use more than 1 monitor (not even with a laptop)
- use more than 1 browser
- holding and / or using a phone

It is not recommended to take a proctor exam with an Apple device. The settings on these devices are difficult to configure with the proctor platform. Don't have another device at your disposal? Check the following links to check whether your device has the correct settings (there are videos uploaded, unfortunately the text is in Dutch):

- [General information proctoring.](#)
- [Screen Sharing \(MAC OS Catalina / Big Sur\)](#)
- [Update screen sharing \(MAC OS Catalina / Big Sur\)](#)

In the unlikely event that your exam cannot take place due to technical problems due to the use of an Apple, this does not entitle you to a free resit, you will then have to purchase a resit in the eBROK®.

With an exam on location, you adhere to the rules that apply at the exam location and you always follow the instructions of the exam leader.

Good luck with the completion of the course. Do you not forget to complete the evaluation in activity 4.3 of this module? We value your feedback!