

When intending to implement an international credential, credentialing professionals will need to consider many variables in the interest of formulating the best strategy for implementation. The questions below provide more complex considerations and variables in place prior to, during, and post-implementation of an international credential, as well as available resources that may provide additional context and thought around a given question.

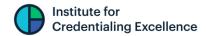
Deep Dive Questions to Ask Prior to the Implementation of International Credentialing

1.	☐ Do target constructs exist in the target population?
2.	☐ Has your organization explored cross-border alliances and partnerships? In charting your global
	strategy, consider joining forces with another company of similar size and market presence that's
	located in a foreign country where you're already doing business, or would like to? (You must have a
	willingness to take on a 50/50 partnership and determine what it can and cannot do for your
	organization.)
3.	\square Can the host organization develop and administer the entire program in a foreign country or can
	partnerships be forged?
4.	$\hfill\square$ What are the most common negative aspects of deciding to translate or adapt exams?
5.	\square What evidence can you look at to indicate "comparability or equivalence" of instructions and content
	across the test populations?
6.	For more context and information on this question, view the Test Adaptation
	 interview with Joy Matthews-Lopez, PhD, President at JML Measurement and Testing
	Services.
7.	\square What steps can a program take to ensure maximum comprehension of an English-only exam?
8.	\square Shall a program consider providing accommodation first, such as access to a bilingual dictionary, or
	longer testing time instead of translating/adapting the test from source language into target languages?
9.	\square How can different cultures affect planning for test security and integrity?
10.	☐ What procedures are in place for challenging/appealing any sanction?
11.	\square How do you recommend staff be trained to recognize legitimate vs fraudulent documentation?
	Are there other resources you recommend to assist in this project?
12.	☐ What impacts does translation/adaptation have on accreditation?
	• For more context and information on this question, access the National Commission for
	Certifying Agencies Standards for the Accreditation of Certification Programs



Washington, DC: Institute for Credentialing Excellence, (2014). NCCA Standards 16 and 21 provide additional context.

13.	$\hfill\square$ How is training for procedures covered in the policies? How often is staff trained?
14.	$\hfill\square$ How can we ensure that the content measured by the test actually relates to the intended use of the
	exam?
15.	$\hfill\square$ What informational data is most useful when developing an international security plan?
16.	\square How can a test publisher determine that an English-only approach is going to be successful?
17.	\square What are the legal requirements around conflict of interest?
18.	$\hfill\square$ What aspects are important when reviewing all contracts with third parties involved in exam
	delivery?
19.	\square What requirements are needed around conflict of interest?
20.	\square What questions must you consult legal on to ensure a strong security plan?
21.	\square Are blueprint weights the same for source and target forms?
22.	\square How are subject matter experts (SMEs) trained to develop and review multilingual tests?
23.	☐ How do different item types impact exam security?
24.	☐ How can you ensure that cultural and linguistic differences that are not part of the test content do
	not interfere with the appropriate use of the test?
25.	$\hfill\square$ How can we ensure that the translation and adaptation process includes consideration of
	psychological and cultural differences?
26.	\square In regards to localization issues, such as examination content adaptation, has your organization
	$considered\ literal\ translations\ versus\ developing\ a\ country-specific\ certification\ examination/credential$
	and taken into account cultural issues, as well as ancillary communications, clarity versus uniform
	specifications, criteria, methods, processes, or practices?
27.	\square Will items render in both languages equally well? Will target forms include items in the source
	language? Speediness?
28.	\square What processes will help ensure success when using translation services? What characteristics should
	be considered when choosing a translation service?
29.	☐ Regarding item types, is there equal familiarity for source and target test takers?



Deep Dive Questions to Ask During Implementation of International Credentialing

1.	$\hfill\square$ How do you ensure effective exam security when there are many elements out of your control?
2.	$\hfill\square$ How are exam booklets tracked to and from the testing center?
3.	\square How is exam content secured during shipping/transmission?
4.	\square What techniques can be used to detect identification fraud internationally? (Regionally?)
5.	\square How can video and audio recording of the test session be used most effectively? What are the
	regional laws regarding video and audio recordings and length of time such records can be kept?
6.	$\hfill\square$ What steps are taken to protect electronic exam content from server security breaches?
7.	\square How is web patrolling administered and managed?
8.	☐ What are legal options to handle exam security breaches?
9.	$\hfill\square$ What candidate biometrics can be used for identification? What privacy laws come into play in
	different regions, such as GDPR?
10.	\square How can the use of AI techniques promote your test security and test development efforts?
11.	$\hfill\square$ What controls are needed for electronic devices owned by candidates?
12.	☐ What about GDPR requirements?



Deep Dive Questions to Ask Post-Implementation of International Credentialing

1.	☐ When might an English-only approach be successful? What factors improve the effectiveness of using
	an English-only exam in international expansion?
	• For more context and information on this question, access the <u>Test Adaptation interview</u> with
	Sue Orchard, President & CEO at Comms Multilingual Ltd.
2.	☐ How often should revisions of eligibility requirements be explored?
3.	\square What considerations should be factored in when considering these exams internationally?
4.	☐ What is the best way to conduct an end-to-end security audit?
5.	☐ What sanctions may be imposed for violating security agreements? What evidence is needed before
	action can be taken? What are the norms in the region for violations? Are the sanctions in line with the

region's sanctions, out of the norm or new?