

# LSBU Student Assessment Checklist

Use this checklist to help you prepare for your Diagnostic Assessment with SpLD Assessments. For additional preparation information, visit the LSBU page on the [SpLD Assessments website](#).

## Essential Requirements

Before booking your assessment:

- Eye test completed** - Ensure you have had an eye test within the last 2 years
- Equipment ready** - Confirm you have access to a laptop for the assessment
- Suitable space identified** - Locate a quiet environment with a table and chair, free from distractions

## Pre-Assessment Tasks

Complete these tasks before your assessment date:

- Pre-assessment questionnaire** - Complete at least 24 hours before your scheduled assessment. Linked here: <https://forms.office.com/e/DVKMZnvdAx>
- Booking confirmed** - Book your assessment using the exact time and date assigned by LSBU. Linked here: <https://calendly.com/spldassessments/lsbu-diagnostic-assessment-booking>

## On the Day

Assessment day preparation:

- Join early** - Connect to the Teams video call 5 minutes before your scheduled time
- Laptop charged** - Ensure your laptop is fully charged and working properly
- Materials ready** - Have pen and paper available
- Environment prepared** - Confirm your space is quiet and free from distractions

## Important Notes

If you need support:

**Cancellations:** If you need to cancel or reschedule your appointment, contact the LSBU Disability and Dyslexia Support Team at: [disability@lsbu.ac.uk](mailto:disability@lsbu.ac.uk)

**Questions:** For any queries about your assessment, reach out to Huw at: [huw@spldassessments.co.uk](mailto:huw@spldassessments.co.uk)

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*Complete each item by ticking the checkbox. This will help ensure you are fully prepared for your assessment and can focus on performing your best.*