



PRACTICE ONLINE TESTING PORTAL

The Practice Test Portal is only available to members once their membership has been submitted. We will upload all submitted student memberships to the Practice Test Portal every Monday morning.

Advisor Instructions:

You will need to obtain your student's DECA membership ID number from the DECA membership portal at <https://membership.decaregistration.com/deca#>

- The membership ID numbers are listed next to each student's name that you have submitted for membership.
 - If you would like a list, near the top of the screen is a button for "Membership Download". *If you want an Excel file to mailmerge each student's ID number, then choose .csv as the type.*
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Student Instructions:

1. The Practice Testing Site is located at <https://practice.answerwrite.com/deca/mi-p>
 - The username is the your DECA Membership ID number. *(A six digit number - not to be confused with a conference ID number.)*
 - The password for all students is **mideca** (all lowercase).
2. Each exam has multiple versions available (from previous years' of District Conferences).
3. You may take as many exams as you wish, as many times as you wish. The portal is open from 7:00 a.m. to 10:00 p.m., everyday (including weekends) through April 25.
4. The practice exams are set for a 100 minute time limit, the same length as the Michigan DECA District and State Conference exams. *FYI: the tests during the International Conference are 90 minutes.*
5. After every question, the practice exam will indicate the correct answer, and at the end of the exam, it will display the exam score. *Please note: these features will not be available on the online exam used for competition; then you will only see a confirmation when the exam is submitted.*