

EU Academy / OLS

# How to Take the English Placement Test

User Manual

Prepared for participants who need to complete the English Placement Test on EU Academy and save their result.

## Important note:

If you cannot find “English Learning Community and Resources” in the search bar, use the direct route: search for “English Placement Test” instead. This manual shows both routes.

## Before you start

- Create or use your existing [EU Login](#) account.
- Sign in to EU Academy with the same EU Login account.
- Use a stable internet connection and complete the assessment without closing the browser.
- After finishing, save the result screen or certificate as evidence and upload it to the required institutional system, if requested.

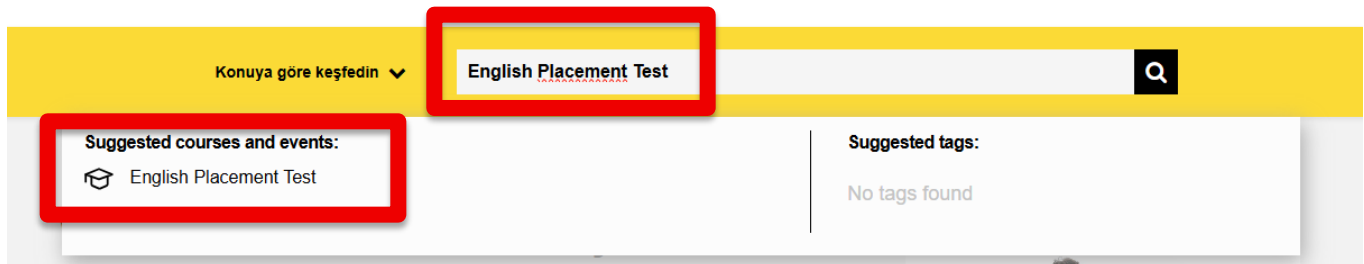
**Useful links:** [EU Academy](#) | [English Placement Test](#) | [EU Login](#) | [English Learning Community and Resources](#)

## Step 1. Sign in to EU Academy

Open [EU Academy](#) and sign in using your EU Login account. If you do not have an EU Login account, [create](#) one first and then return to EU Academy.

## Step 2a. Search for the English Placement Test

Use the search bar at the top of EU Academy. Type **English Placement Test** and select the matching result. This is the recommended route when the older “English Learning Community and Resources” search result does not appear.



## Step 2b. Alternative route: English learning community and resources

Some users may still see the English learning community and resources page. In that case, click **Join community**, then scroll down to the **Spotlight** section and choose **English Placement Test**.

academy.europa.eu/local/academy/pages/course/community-overview.php?title=english-learning-community-and-resources

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## English Learning Community and Resources

111442 members

Join community >

### Spotlight

language & culture

English Placement Test

### Step 3. Click Enrol

On the English Placement Test page, review the assessment information and click **Enrol**. The test is normally listed as a short assessment for Erasmus+ / European Solidarity Corps users.

## English Placement Test

Less than an hour Novice

### Assessment details

Knowing your language level is a great starting point to reach your learning goals faster! Take a few minutes to complete the placement test below and let us recommend the course that suits you best.

### Target audience

Enrol >

### Step 4. Starting Test

After enrolling, the assessment page will open. Click **Start assessment** and answer the questions until the assessment is complete.

## English Placement Test

Less than an hour

Novice

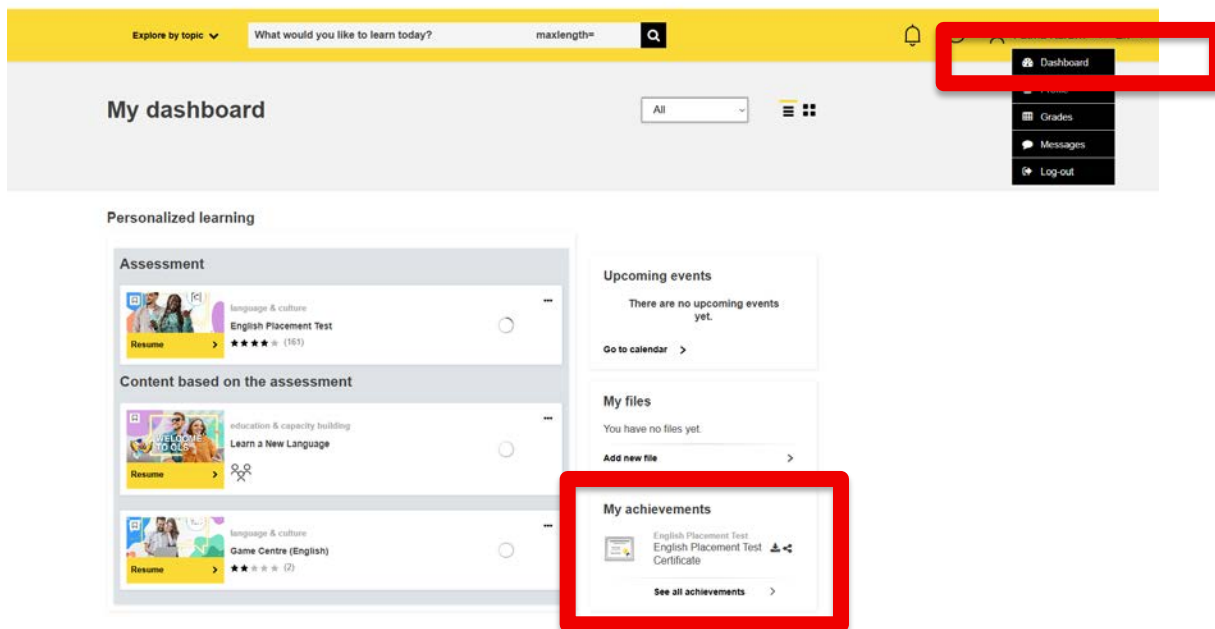
Start assessment



**During the test:** Do not refresh the page, close the browser, or leave the assessment unfinished. Answer all questions and submit the assessment when prompted.

### Step 5. View and save your result

When the assessment is completed, go to section on right hand side of the screen. Choose **dashboard** in the drop-down menu and click on My achievements section. Save the result page if your institution asks you to upload proof.



The screenshot shows the OLS dashboard interface. At the top, there is a search bar with the text "What would you like to learn today?" and a search icon. Below the search bar, the main heading is "My dashboard". On the right side, a navigation menu is visible, with "Dashboard" highlighted by a red box. The main content area is divided into several sections: "Personalized learning", "Assessment" (showing "English Placement Test" with a "Resume" button), "Content based on the assessment" (showing "Learn a New Language" with a "Resume" button), and "My achievements" (showing "English Placement Test English Placement Test Certificate" with a "See all achievements" button). The "My achievements" section is highlighted with a red box.

#### Important note:

The same procedure can be used for other OLS languages. Users should search for the relevant language by typing it. After opening the correct placement test page, they should click “**Enrol**” and then select “**Start Assessment.**”