



# 20 BEST PRACTICE TECHNIQUES TO PASS THE MOT ANNUAL ASSESSMENT FIRST TIME

MASTER THE PROVEN TECHNIQUES EXPERIENCED MOT  
TESTERS USE TO ACHIEVE A SUCCESSFUL, FIRST TIME PASS IN  
THE ANNUAL ASSESSMENT

## INTRODUCTION

At MOT Juice we know how important it is to pass the annual assessment.

If you fail it means you will not have the authorisation to test and this will mean you cannot earn money from your role as a MOT tester. You will certainly lose money and you may lose your job.

I am going to share with you proven techniques expert testers use to give themselves the best chance of a first-time pass.



**Before I do that let me just say, that in my opinion, the best way to achieve success in your annual assessment, is to do your training AND do your CPD.**

There is, in this life, no substitute for hard work and putting the hours in. If you have the knowledge in your head, you will be best placed to pass the annual assessment but also to deliver the correct outcome for a vehicle being tested day in day out through the year.

**“It’s no good waiting for your boat to come in you have to swim out to get it”.**

**Barry Sheen.**

Considering all the above, here are the four elements to this guide.

1. All the basic facts and information you need to know
2. Bad practices and what to learn from them
3. Good practices and how you can employ them.
4. Advanced techniques experienced testers use

**In short everything you need to know to pass with flying colours first time around.**

Thanks for reading and good luck for your assessment

Sean – MOT Juice



## CHAPTER 1: BASIC FACTS ABOUT THE EXAM

### WHAT DOES IT COVER?

TWO THIRDS OF THE ASSESSMENT WILL BE BASED ON

- Subjects from the DVSA Syllabus– as below –

#### 2018 to 2019 topics

These are the topics for 1 April 2018 to 31 March 2019.

#### GROUP A

Testers who test vehicles in group A need to know about:

- [changes to the MOT test from 20 May 2018](#)
- testing brakes (including floating discs and radial brakes)
- testing suspension types and alignment
- [how to use MOT test quality information](#) to check they're carrying out tests correctly
- data protection for themselves and their customers

#### GROUP B

Testers who test vehicles in group B need to know about:

- [changes to the MOT test from 20 May 2018](#)
- [how to use MOT test quality information](#) to check they're carrying out tests correctly
- data protection for themselves and their customers
- testing [alternative fuel vehicles](#), such as hybrid, electric and hydrogen fuel cell vehicles

ONE THIRD OF THE ASSESSMENT WILL BE BASED ON

- Past Subjects from previous Annual Exams
- Special Notices



- General Inspection Manual Questions

## HOW MANY QUESTIONS?

There are 30 multiple choice questions in the annual assessment.

## HOW LONG IS THE EXAM?

You have a time limit of 60 minutes to complete the exam. That is 2mins per question.

## WHEN CAN I SIT MY EXAM?

You can buy and sit your exam today or at any time between now and the deadline

## WHEN IS THE DEADLINE?

MOT Testers **MUST** complete and pass their exam and training by the **31st March 2019** or they could lose their authorisation to test.

## WHAT IS THE PASS MARK?

The 2018/19 pass mark is **70%**. This means as it stands, a tester would need to answer 21 questions correctly to pass.

## DOES THE ASSESSMENT EXPIRE?

When you buy the annual assessment, you can choose when to take the exam so long as you complete it and register the result with the DVSA by **31st March 2019**.



## CHAPTER 2: WHAT NOT TO DO

### THINK YOU WILL PASS WITHOUT TRAINING

I know. Training is a pain in the butt. But it is a DVSA requirement and roughly two thirds of the annual assessment will encompass questions based around the set curriculum upon which your training should be based.

**I can't stress how important it is to complete your training** and preferably with a reputable organisation that delivers high quality training.

Many organisations run courses that are based away from your VTS, but some will come to you. Generally, this will last a morning or afternoon, be delivered by a MOT professional and followed by taking the annual assessment.

You should be supplied with printed training records which it is your responsibility to keep these for a minimum of five years as per the DVSA requirements.

[DVSA MOT Tester Training Requirements](#)

Alternatively, you can access E-Learning courses that deliver training to you via the internet to be completed online through the year as offered by MOT Juice.

The advantage of these courses is they break the training down into small manageable chunks – 15 minutes per month – and store your records securely so you don't have to.

### HOW TO GIVE YOURSELF THE BEST CHANCE POSSIBLE

**My advice is that you should do some training immediately if you have not yet completed any.**



**I spoke to a very experienced tester today who told me that there is simply no substitute to learning what you need to know as a MOT Tester**

It is not simply a case of keeping a 'training record' i.e. a piece of paper with a list of subjects and dates you completed your 'study' with some sort of sign off – yes, we have seen this before – you need to know this stuff to pass.

Here is a link to a manual training record provide by the DVSA.

[MOT Tester Annual Training Record](#)

You will of course need to bother to write out your training record and the file it away somewhere safe.

However, With the MOT Juice online training modules your records are stored online automatically ready for you to print at any time in the case of a visit from the VE.

[MOT Juice Annual Training](#)

## RUN OUT OF TIME

The MOT Tester Annual Exam is only 60 minutes long which can pass very quickly when you are engrossed in answering the questions. Be careful! This is only 2 minutes per question.

HOW TO AVOID RUNNING OUT OF TIME.

It is simple to just say “Don’t run out of time” but seriously keep an eye on the clock and if you have done 15 questions in 30 minutes you should be ok. If not, you need to think about pausing the exam which I will cover later.

Conversely if you are ahead of time slow down and make sure of your answers. There is no point rushing through in record time only to fail.



## FAIL TO COMPLETE YOUR CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD)

Many testers do not realise that a third of the Annual Assessment is based on special notices, updates to the testing scheme, previous year's topics and general practice procedures. These topics are commonly missed out of MOT Tester annual training.

### WHAT YOU SHOULD DO

**Completion of CPD is not a stipulation by the DVSA but it is highly recommended that you participate in some form of CPD.**

This can take many forms such as online E-Learning courses as offered by MOT Juice, extra reading of the MOT Testers Guide, research into the continuing improvement of the DVSA MOT service especially TQI, extra training delivered by a MOT professional.

[More information on the MOT Juice CPD Modules](#)

Again, the DVSA will require you to keep records so you can prove you have undertaken your CPD and the advantage, as before, of the online CPD is that records will be kept for you by the organisation that deliver the modules.

## FAIL TO REFRESH YOUR KNOWLEDGE OF SPECIAL NOTICES AND THE INSPECTION MANUAL

34% of the Annual Exam could include questions from these topics. This means instead of just focusing on the new topics you need to make sure you remember subject material from previous years, brush up on your general



knowledge of the inspection manual and make sure you are familiar with any special notices that have been issued.

[Link to inspection manuals and special notices](#)

## FORGET THE DEADLINE IS SUNDAY 31<sup>ST</sup> MARCH 2019

The DVSA will take immediate action and you will not be authorised to test if you have not taken and passed your annual assessment.

Put the date in the diary, write it on the wall, pin it to the dog, paint it on the wall of the testing bay. What ever you do don't forget.

In fact, why don't you resolve to buy your assessment today! That would be the first step. You can then catch up on any revision or training you think you may have to do. You could even take the mock exam MOT Juice have prepared for you on their website.

[Buy your annual assessment now](#)

## FAIL TO UNDERSTAND YOUR MOT TEST QUALITY INFORMATION OR MOT TEST LOGS.

You should know all the following

- What information you can get
- How to access the information
- How to interpret the information
- What action to take given the information and how you can use it to monitor the standards of your testing

[Guidance on using MOT Test Quality Information](#)





## CHAPTER THREE: GREAT TECHNIQUES TO USE

PREPARING FOR YOUR ANNUAL ASSESSMENT CAN BE DIFFICULT, HERE ARE OUR TOP TIPS TO HELP YOU PASS YOUR EXAM FIRST TIME.

### MAKE SURE YOU ANSWER ALL THE QUESTIONS

If you're not sure what the correct answer is, don't just guess it, try narrowing down the options by **excluding the answers you know are wrong**. This may jog your memory and your chances of getting the answer correct will be higher.

### TAKE YOUR TIME AND READ THE QUESTIONS SLOWLY

If you read the questions too fast you may misinterpret the question and select the wrong answer. Try slowing it down and make sure to **read the questions TWICE** just in case you did misread it the first time.

### BE SURE TO CHECK YOUR ANSWERS

After you have picked the correct answer, look at the other options and **ask yourself why those options are wrong**. This will help you to gain confidence in the answer you've chosen so that you're not still worrying about it when answering the rest of the exam.

### DON'T PANIC. USE YOUR COMMON SENSE

If you're not sure of an answer, don't worry and freeze up, just **think logically**.

Usually you can eliminate two of the answers which then leaves only two from which to make a choice. If you must guess at least it is now 50:50.

Make a note of the question number and come back to it later if you have time.



PRO TIP: Keep a pen and paper handy through the exam just in case you need to make some notes. Sometimes making notes and drawing diagrams will help you get to the answer.

## MAKE USE OF THE PAUSE BUTTON

If you've read and re-read the question, tried narrowing down the answers and tried to think logically but you're still not sure, why not **pause the exam for later**. This will give you time to calm down, relax and maybe brush up on a bit of revision.

The pause button is at the bottom of the page on any question. It will log you out but at least you can take some time to work out the correct answer.

## TRY THE MOT JUICE MOCK ASSESSMENT

Why not get a bit of practice in and try our mock assessment? This is a unique resource only available on the MOT Juice website. Written and designed by Barry, the creator of our training, the mock assessment has some great benefits.

- No time limit so you can take your time.
- No limit on the number of times you can take it.
- Provides valuable practice with realistic questions and
- Practice makes perfect and with more preparation you should feel less pressured when you come to take the real assessment.

[I want to try the mock assessment](#)



## BE AWARE OF THE 'RED HERRING'

Each question will have 4 possible answers. One will be correct, two will be incorrect and most of the time one of these answers will be a 'Red Herring'. **This answer is meant to be purposefully tricky to really test your understanding.** Just make sure you're aware of this when answering the question.

## MAKE SURE YOU UNDERSTAND TERMINOLOGIES

Make sure you understand the terminologies used in the questions and answers as this will help you to understand and answer the questions correctly. For example, the cause, symptoms, and effect of a problem would require 3 different answers.

## DON'T FORGET YOU CAN CONSULT YOUR TESTERS GUIDE

The annual assessment is what they call an open book exam. It is not a test of your memory but a test of your understanding of the MOT Test and the MOT Scheme rules and procedures.

Knowing where to find the answer or guidance for any situation is a valuable skill. You probably won't have time whilst the assessment is in progress to flick through the guide and find an answer but as above you can pause the exam. However, you will have to log back in. A bit of a pain but not a much of a pain as having to retake the assessment.



## GET MORE TRAINING.

Sign up to the MOT Juice training program and get all the training for this year delivered to your phone, tablet or PC.

[Get me trained on this year's curriculum](#)

## PHONE A FRIEND

Well, not literally phone a friend but as the **MOT Annual Assessment is an open book exam** you could, with your fellow testers, all take one exam together and pool your knowledge.

If you have two computers close enough to each other then you could have the MOT Testing Guide open on one computer and the exam open on another.

As I have said before the Annual Assessment is not a test of your memory but an assessment of your ability to deliver the correct outcome of an MOT Test for a vehicle.

If, during a test, you come across something about which you are not sure whether to pass, fail or advise then you would probably ask a colleague or consult the Testing Guide or Testing Manual. This would ensure you the correct outcome of that MOT test is correct. The annual assessment is no different.

On a personal level I am not sure that this is in the spirit of an annual assessment to test **your** ability to deliver the correct outcome for a vehicle however, it is possible to use this tactic.

There is no substitute for having the answers to the assessment in your head which means **you should do your training and your CPD.**



## CHAPTER 4: ADVANCED TECHNIQUES

The two techniques below will require some computer skills which I will talk you through with pictures. You may need to practice these skills if you are not already a confident computer user.

### THE TRIPLE TAB TECHNIQUE

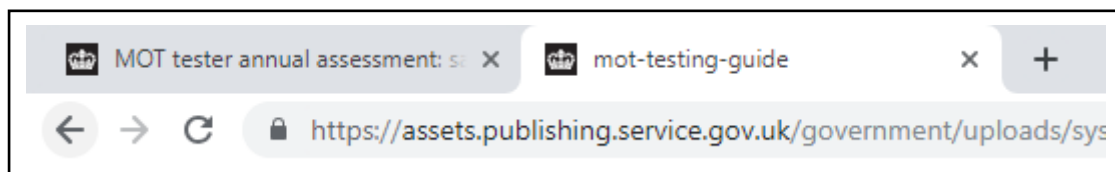
This involves working on your exam on one tab in your browser – Google Chrome, Microsoft Edge or Internet Explorer, Firefox for example – and keeping open the MOT Testing Guide on another tab and the Testing guide on another.

[MOT Testing Guide – Procedures and Rules around the MOT Scheme](#)

[MOT Inspection Manual – Guidance on testing the vehicle](#)

Below is what it looks like in Google Chrome, but it will look similar in any browser. You have the assessment in one tab and the testing guide in the other.

To open another tab just click the + button on the right.



You can now switch between the three, so you can search and look up the information given in the Testing Guide for the question you are trying to answer.

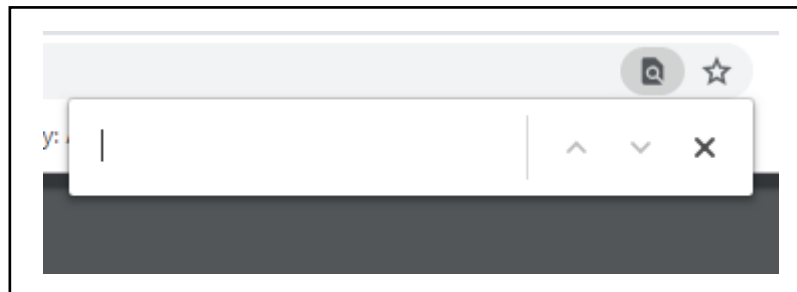


## HOW TO SEARCH THE MOT TESTING GUIDE AND MANUAL – CTRL+F

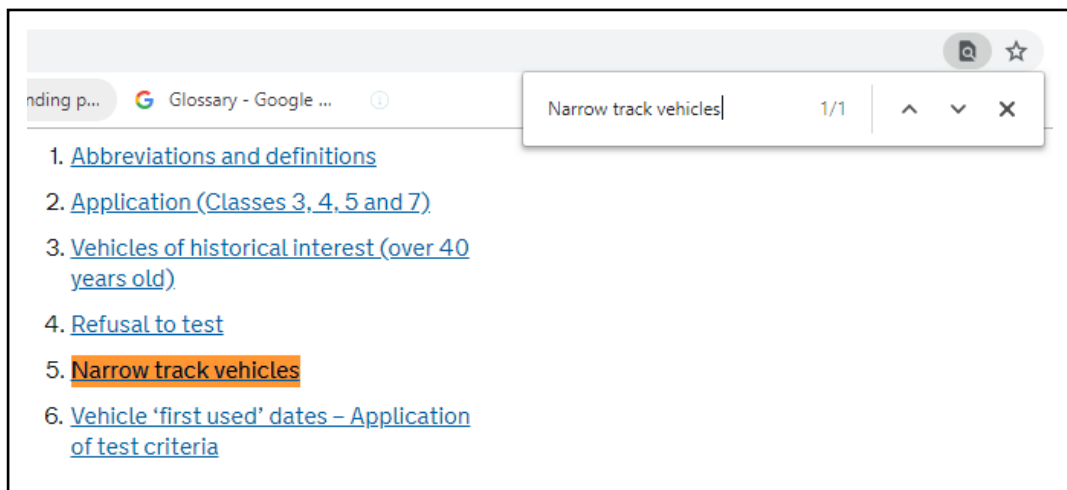
Here is the little trick to allow you to search the whole MOT Testing Guide for what you would like to find.

On your key board on the bottom right is a key labelled 'ctrl'. On the top row of numbers to the right is the '+' key.

Press the ctrl and the + key together and a box like this will appear somewhere on the screen.



You can then type what you are looking for and see the number of instances that your search term occurs.



You can then jump to the next occurrence with the arrows until you find what you are looking for.



## THE TRAINING TEST TECHNIQUE

Using the tricks from above to open another tab you could start a Training MOT Test.

This will allow you to use the search facility within the Training Test to search for potential answer in the MOT Manuals

First off you will need to log into the DVSA website using your tester account details and go to start a Training MOT Test.

### Training

Practice on any class of vehicle without using slots or recording the outcome.

[Resume training test](#)

We have a test already started but if you need to start a new one you'll need to add a vehicle reg and the vin number and you will then see this page and be able to add a defect.

### MOT test results

MERCEDES-BENZ, CLS SN65LUA First used 1 Sep 2015

[Print the MOT inspection sheet](#) for this test.

Odometer	Unreadable	<a href="#">Edit reading</a>
Defects		<a href="#">Add a defect</a>
Brake test	Failed	<a href="#">Edit brake test</a> or <a href="#">view brake test results</a>

When you 'Add a defect' you will see a list of the defect categories as below



## Defect categories

MERCEDES-BENZ, CLS SN65LUA First used 1 Sep 2015

Defects **0** Failures **0** Minors **0** PRS **0** Advisories

Search for a defect

**Categories**

- Body, chassis, structure >
- Brakes >
- Buses and coaches supplementary tests >
- Identification of the vehicle >
- Lamps, reflectors and electrical equipment >

Click on any of the links and you will drill down to the detail.

## Defect categories

MERCEDES-BENZ, CLS SN65LUA First used 1 Sep 2015

Defects **0** Failures **0** Minors **0** PRS **0** Advisories

Search for a defect

Categories	Brakes
Body, chassis, structure >	ABS / EBS / ESC >
<b>Brakes &gt;</b>	Air and vacuum systems >
Buses and coaches supplementary tests >	Brake actuators (including spring brakes or hydraulic cylinders) >
Identification of the vehicle >	Brake performance >
Lamps, reflectors and electrical equipment >	Flexible brake hoses >
Noise, emissions and leaks >	Hand operated control valves >

Essentially this technique is another way of searching the MOT Manuals. My advice is to practice using these techniques, so you become confident with the mechanics of running two or three tabs on your computer.

You will need to decide your preferred reference source and practice searching. You wouldn't want to spend half the assessment trawling through these documents instead of answering questions and you wouldn't want to be pausing the exam umpteen times and then having to log in.





## CONCLUSION

At the end of the day, speaking with our testers and thinking back to my days at school and college, the best technique for getting through an exam is to have the knowledge at your fingertips.

**This means putting the hard work in to complete the annual training requirement. It also means completing your Continuous Professional Development as the training and CPD will just add to your knowledge and skill the more you do.**

In the meantime, you have some techniques above that should ensure you get through this year's annual assessment and will help you in future years too.

Good luck with the assessment and I hope this guide helps you out.

Let me know what you think – [sean@motjuice.co.uk](mailto:sean@motjuice.co.uk)