

MA16020 Distance Learning Course FINAL Exam Instructions Summer 2015

General Information: This summer, all exams in MA16020 will be taken in LON-CAPA on a computer, very similar to how you do your homework but in a proctored setting. The exams will be free response questions, just like your homework, however, there might be some multiple-choice questions mixed in. The main differences from the homework will be that there will be no feedback on correctness given when you submit an answer, but just like in a regular exam you will be able to change/modify your answers as many times as you want until the exam time expires. The exams will be **120 minutes** long.

NOTE: Students who take the exams on campus will take the 120 minute exam during the FINAL EXAM time period from 3:30pm to 5:30pm (**you MUST sign up for a time slot in LON-CAPA**). The on campus FINAL exam will be in a computer lab that I have already reserved (**HAMP 3144**).

You will be given some options for taking the exams, depending on your situation.

1. **Take the exams on the West Lafayette campus FREE, NO COST.** Students within an hours drive or so from campus are expected to take the exams on campus, but certainly contact me if you have an unusual situation that prevents that. **NOTE:** If you are further away than one hour from campus, and want to travel to campus for some or all of the exams, that is certainly fine. **NOTE:** Bring your exam supplies (pencils, eraser, one-line scientific calculator, blank scratch paper, etc.)

2. **Take the exams using ProctorU, an online testing service. NOT FREE, COST is currently 25 dollars per exam.**

If you take the exam using ProctorU, you need to do the following.

1. Carefully read through the ProctorU Test Taker handout which is posted on the course website.
2. You will take the exam on your own computer in an isolated part of your home utilizing web cameras and computer connections that will be monitored closely by ProctorU. You would be able to take the exams almost anywhere as long as there is an isolated room where you would be alone and there is a solid and stable internet connection.
3. Schedule the exam with ProctorU. For the FINAL Exam you will schedule a 120 minute period of time so that your exam start time will be between Wednesday, August 5 at 6:00pm Eastern Time, **but starting the exam no later than Thursday, August 6 at 4:00pm** Eastern Time Zone.
4. Schedule the exam with ProctorU at least 72 hours in advance to avoid any late registration fees.
5. Prepare a **dry erase board, obviously with an dry eraser and non-permanent markers** for your scratch work during the exam. You will not be able to use paper and pencil to work out problems. the dry erase board has to be small enough to fit the desk space in front of the computer that you will be taking the exam on and you will that to your proctor at the beginning and end of the exam.
6. The only other exam tool allowed is a one-line scientific calculator, like the TI-30Xa that is recommended on the MA16020 course webpage.
7. Take the exam at your scheduled time in Proctor U

3. NOT ALLOWED if you are outside of the United States... Taking the exams at an official Testing Center near your summer residence. PROBABLY NOT FREE, COSTS WILL VARY.

If you choose to take the exam in a nearby testing center, please do the following.

1. Find a testing center. Most universities and Sylvan Learning Centers have one. Some libraries might also offer the service.
2. Fill out the proctor form and have it signed by the proctor.
3. Email me (davisok@purdue.edu) the proctor form before the deadline (**5:30 Friday, July 31**). If there is any issue with the proctor form, I will contact you within 48 hours. If you do not hear from me within 48 hours, you can assume that you have my approval to take the exam in the testing center that you chose.
4. Bring your exam supplies (pencils, eraser, one-line scientific calculator, blank scratch paper, etc.) to the testing center and take the exam at the scheduled time.