

Instructions for MA16010 Exam 1 with ProctorU

1. The duration of the exam is 60 minutes. **If you choose to be done with the exam and with ProctorU before the 60 minute mark, you can do so. However, you ABSOLUTELY MUST NOT log back into LON-CAPA until the duration of the exam is over. For example, if you start your exam at 1:00pm and you log out at 1:30pm because you choose to be done with the exam, you must not log back into LON-CAPA until 2:01pm. A violation of this rule will result in very serious consequences. Your log info is closely monitored.**
2. Bring a photo ID to the exam.
3. During the exam, students are not allowed to have any other programs or websites open while the exam is in progress, except LON-CAPA and a computer desktop calculator in the standard or the scientific view. **When in the scientific view, you will see more functions when you click on the “inv” button, for example, the natural exponential function.**
4. The exam is closed book and closed notes.
5. **No scratch paper is allowed during the exam. However, you are allowed to use a dry erase board that would fit in the desk space in front of your computer for scratch work.**
6. **No hand-held calculators are allowed.**
7. To start the exam, student logs into LON-CAPA at <https://www.loncapa.purdue.edu> using their Purdue career account info.
8. Student accesses Exams (folder)–MA16010 Distance Learning Exam 1 Summer 2016–Exam_1_sign_up.problem.
9. ProctorU enters their authentication credentials to unlock the exam.
10. Student clicks “Show Resource” and “OK” for the timer to begin.
11. **For whatever reason if student cannot see the exam questions after authentication, he/she should click on the “Content Search” tab and type in “Exam 1” to return to the exam questions.**
12. Student needs and only needs to click on the “submit answer” button(s) within each question. This is how the answers are recorded. There is no “Done” button for the entire exam.
13. When student is done (either the timer is up or student chooses to be done early), he/she simply logs out of LON-CAPA.